Regular and Organizational Meeting of the
Board of Trustees of the
San Francisco Community College District

City College of San Francisco
District Office
33 Gough Street, San Francisco
Thursday, January 28, 1998

Open Session - 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of Minutes
    Regular meeting - September 17, 1998

IV. Election of Officers (President, Vice President)
    - Appointment of Members by Board President to the
      following committees of the Board of Trustees:

V. Adoption of Resolutions Agenda

VI. Approval of Consent Agenda Items as Listed:

VII. Special Presentations

VIII. Monthly Financial Report

IX. Action on Other Resolutions Agenda Items

X. Report from Constituent Groups
   - Academic Senate
   - Associated Students
   - Classified Senate

XI. Board of Trustees’ Report

* 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.
XII. Chancellor and Staff Reports

- Approval of the 1999/2000 Legislative Plan
- Approval of 1999/2000 City College of San Francisco Annual Planning Objectives
- Approval of Academic Senate proposed resolution for Paul G. Hewitt

S4 - Approval of the 1999/2000 Legislative Plan.

S5 - Approval of 1999/2000 City College of San Francisco Annual Planning Objectives.

S6 - Approval of Academic Senate proposed resolution for Paul G. Hewitt.

XIII. Requests to Speak

XIV. Adjournment

FINANCE (Pages 1-26)

GENERAL FUND

B1 - Authorization be and is hereby given to contract with Mahoney and Associates to appraise the fair market value of the Evans Campus located at 1400 Evans Avenue for an amount not to exceed $6,000.

B2 - Authorization for General Fund Modification(S) for Special Services Contract

CAPITAL OUTLAY

B3 - Authorization be given to contract with Chow Engineering Inc., a MBE Firm, for special services and advice to provide the District with complete architectural and engineering services, for the Project: Mechanical Rooms Lagging Removal & Replacement project at a cost of $11,570, to be completed on or

"C - 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."
before June 30, 1999.

B4  -  Authorization be given to submit 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.

B5  -  Authorization be given to contract with Geo/Resource *C Consultants Inc., for special services and advice to provide the District with geotechnical services, for the Project: Shops & Warehouse Modification project located at the Phelan Campus at a cost of not to exceed $20,000, to be completed on or before June 30, 2000.

B6  -  Authorization be given to contract with *C Acres Inc. a MBE firm for special services and advice to provide the District with Civil Engineering services, for the Project: Shops & Warehouse Modification project located at the Phelan Campus at a cost of $6,750, to be completed on or before June 30, 2000.

B7  -  Authorization be given to contract with *C Kendall Young Associates, Architects, a certified MBE Firm, for special services and advice to provide the District with complete Project Management services, for District Scheduled Maintenance and Hazardous Substance Abatement projects on an as needed basis, total not to exceed $20,000.

GRANTS

B8  -  Authorization to contract with Richard Lack *C for the development of a marketing brochure to introduce the concept of Workplace Safety, provide overview and outline the essentials of Workplace Safety Management and Training during the period of January 2,
1999 to April 30, 1999, at a rate of $50 per hour for a cost not to exceed $4,000.

Authorization to enter into a special services contract with PKF Consulting to conduct a market demand and feasibility study on the proposed Presidio conference center.

B9 - Authorization to enter into a special services contract with PKF Consulting to conduct a market demand and feasibility study on the proposed Presidio conference center.

Authorization to contract with Richard Lack for the development of a marketing brochure to introduce the concept of Workplace Safety, provide overview and outline the essentials of Workplace Safety Management and Training during the period of January 2, 1999 to April 30, 1999, at a rate of $50 per hour for a cost not to exceed $4,000.

B10 - Authorization to contract with Kristin Hershbell and WestEd for professional assistance in developing a survey instrument for biotech in community colleges for the period February 1, 1999 through June 30, 1999, in the amount not to exceed $10,000.

B11 - Authorization to modify existing grants

B12 - Authorization for the expenditure plan as specified in this resolution, as required by the 1998-99 Budget Act, in order to receive special State funds for the Telecommunications Technology Infrastructure Program in the amount of $315,007.

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

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"C - 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."
C3 - Acceptance of Gifts  * C

Human Resources   (Pages 34-73)

F1 - Interim Appointment Educational Academic Administrator  * C

F2 - Unpaid Leave of Absence Educational Academic Administrator  * C

F3 - Acting Appointment Educational Academic Administrator  * C

G1-2 - Academic Employees, Credit Program, District Funded  * C

H1-2 - Academic Employees, Credit Program, Categorically Funded  * C

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.  * C

N1 - Academic Employees Community Services Classes  * C

Special   (Pages 74-79)

S1 - Authorization to contract with the University of Amsterdam, Amsterdam, Netherlands, for a faculty exchange position for the Spring 1999 semester.  * C

S2 - Adoption of Findings of Fact and Conclusions Of the hearing officer and the Recommendation of the Chancellor for the Expulsion of Student Case No. 989900003.  * C

S3 - Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1998-1999.  * C

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*C - 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.
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 25, 1999
33 Gough Street
Auditorium
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day Jr., Chancellor

Subject: GENERAL FUND Authorization to contract for Special Services. (Resolution No. 990128-B1)

BACKGROUND INFORMATION:

In June 1994, The Board of Trustees enacted resolution No. 940623-W2, thereby approving a seven year lease with MMI Partners, a California Partnership, for the use of the property located on 1400 Evans Avenue, San Francisco, Commencing July 1, 1994 and ending June 1, 2001, for the monthly sum of: Year 1, $30,000; Year 2, $32,000; Year 3 and 4, $36,000; Year 5 and 6, $38,000; Year 7, $40,500.

The owners of the property have approached the District with an offer to extend the current lease and to provide the District with an option to purchase the property in the future. To determine the fair market value of the property to secure the option to purchase the property, the Chief Operating Officer recommends contracting with Mahoney and Associates for a formal appraisal of the Evans Campus.

RECOMMENDATION:

RESOLVED: That authorization be and is hereby given to contract with Mahoney and Associates to appraise the fair market value of the Evans Campus located at 1400 Evans Avenue for an amount not to exceed $6,000, and

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

Peter Goldstein & Stephen J. Herman, Originators

01/28/99 - B1 page 1
DATE: January 28, 1999

TO: Board of Trustees

FRRM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: General Fund Authorization for General Fund Modification(S) for Special Services Contract (Resolution No. 990128-B2)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 980917-B5</td>
<td>Dale Shimasaki</td>
<td>Nov.10 1998 - June 30, 2001</td>
<td>$50,000 for fiscal year 1998-99</td>
<td>Change name of entity to Strategic Education Services (S.E.S)</td>
<td>$50,000 for fiscal year 1998-1999</td>
<td>Dr. Shimasaki has joined S.E.S. His tasks for CCSF are unchanged. Originator: Peter Goldstein</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.

DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
TO: Board of Trustees  
FROM: Dr. Philip R. Day, Jr., Chancellor  
Subject: CAPITAL OUTLAY  
Authorization to Award Special Services  
(Resolution No. 990128 – B3)  

BACKGROUND INFORMATION:  

Project: Mechanical Rooms Lagging Removal & Replacement project.  

The District wishes to contract with Chow Engineering, Inc., a MBE Firm, to provide architectural and engineering services, for the Project: Mechanical Rooms Lagging Removal & Replacement project. The scope of work will include: design services and specification writing for bidding document; securing Division of the State Architect (formal Office of Regulation Services) review and approval; preparation of construction documents for bidding; administration during the bid process; construction administration; and testing and monitoring during construction.  

This project is 100% funded by the 1996-97 State Hazardous Substance Removal program.  

RECOMMENDATION:  

RESOLVED: That authorization be given to contract with Chow Engineering, Inc., a MBE Firm, for special services and advice to provide the District with complete architectural and engineering services, for the Project: Mechanical Rooms Lagging Removal & Replacement project at a cost of $11,570, to be completed on or before June 30, 1999, and  

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.  

Peter A. Goldstein, Originator  

01/28/99 – B3 page 1
TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Adoption of a summation of the District’s proposed Five-Year Construction Plan to be submitted to the State Chancellor’s Office for review and approval. (Resolution No. 990128 – B4)

BACKGROUND INFORMATION:

Project: Five-Year Construction Plan Priority List

The following is a summation of the District’s proposed Five-Year Construction Plan to be submitted to the Facilities Planning and Utilization Unit of the State Chancellor’s Office for review and approval. These projects have been assigned priorities through the shared governance process and Dr. Day’s review, and will be incorporated in the District Five Year Construction Plan. The Five-Year Construction Plan, Initial Project Proposals (IPP), and Final Project Proposals (FPP) are the basis for all State and locally funded capital outlay projects for the next five years. Initial Project Proposals have been submitted for the next funding cycle for new replacement facilities for Physical Education, Mission Campus, Chinatown/North Beach Campus; Replacement of Wood Windows at the Cloud Hall and Science Building on Phelan, John Adams and Alemany Campuses; Balboa Reservoir Infrastructure Construction; Student Services/Child Care/ Administration Services Building; and Phelan Campus Network Infrastructure.

District order of priority for proposed projects:

01/28/99 - B4 page 1
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Earliest Funding Possible</th>
<th>Schedule of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Central Shops and Warehouse</td>
<td>1992-93</td>
<td>$ 378,000 Plans/Drawings</td>
</tr>
<tr>
<td></td>
<td>1998-99</td>
<td>$ 4,837,000 Construction</td>
</tr>
<tr>
<td></td>
<td>1999-2000</td>
<td>$ 461,000 Equipment</td>
</tr>
<tr>
<td>2 Remodel Cloud Hall for Allied Health</td>
<td>1997-98</td>
<td>$ 5,830,000 Construction</td>
</tr>
<tr>
<td></td>
<td>1998-99</td>
<td>$ 441,028 Equipment</td>
</tr>
<tr>
<td>3 Physical Education Facility (new replacement facility)</td>
<td>2000-01</td>
<td>$ 2,073,117 Plans/Drawings</td>
</tr>
<tr>
<td></td>
<td>2001-02</td>
<td>$ 25,568,444 Construction</td>
</tr>
<tr>
<td></td>
<td>2002-03</td>
<td>$ 1,730,731 Equipment</td>
</tr>
<tr>
<td>4 Mission Campus Building (new replacement facility)</td>
<td>2001-02</td>
<td>$ 2,594,782 Plans/Drawings</td>
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<tr>
<td></td>
<td>2003-04</td>
<td>$ 32,002,311 Construction</td>
</tr>
<tr>
<td></td>
<td>2005-06</td>
<td>$ 5,208,715 Equipment</td>
</tr>
<tr>
<td>5 Chinatown/North Beach Campus (new replacement facility)</td>
<td>2001-02</td>
<td>$ 2,497,659 Plans/Drawings</td>
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<tr>
<td></td>
<td>2003-04</td>
<td>$ 30,804,459 Construction</td>
</tr>
<tr>
<td></td>
<td>2005-06</td>
<td>$ 4,259,051 Equipment</td>
</tr>
<tr>
<td>6 District - Remove Architectural Barriers</td>
<td>1999-00</td>
<td>$ 181,000 Plans/Drawings</td>
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<td></td>
<td>2000-01</td>
<td>$ 2,449,000 Construction</td>
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<tr>
<td>7 Windows Replacement (Science Hall, Cloud Hall, John Adams, Alemany)</td>
<td>2001-02</td>
<td>$ 435,256 Plans/Drawings</td>
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<tr>
<td></td>
<td>2002-03</td>
<td>$ 3,835,630 Construction</td>
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<tr>
<td>8 Advanced Technology Learning Center (previously called Multi-disciplinary Learning Lab to replace Bungalows with high-tech multi-disciplinary, multimedia center)</td>
<td>2001-02</td>
<td>$ 874,380 Plans/Drawings</td>
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<td></td>
<td>2002-03</td>
<td>$ 10,822,881 Construction</td>
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<td></td>
<td>2003-04</td>
<td>$ 2,198,144 Equipment</td>
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<tr>
<td>9 Remodel Alemany Campus</td>
<td>2001-02</td>
<td>$ 395,123 Plans/Drawings</td>
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<td>2002-03</td>
<td>$ 4,318,595 Construction</td>
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<td>10 Remodel John Adams</td>
<td>2001-02</td>
<td>$ 309,213 Plans/Drawings</td>
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<td>2002-03</td>
<td>$ 4,080,728 Construction</td>
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<td></td>
<td>2003-04</td>
<td>$ 169,307 Equipment</td>
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<td>11 Remodel Downtown Campus</td>
<td>2001-02</td>
<td>$ 267,660 Plans/Drawings</td>
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<td>2002-03</td>
<td>$ 2,948,614 Construction</td>
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<td>2003-04</td>
<td>$ 53,017 Equipment</td>
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<tr>
<td>12 Balboa Reservoir Infrastructure Construction (utilities, gas lines, stubbed to the edge of the future building site)</td>
<td>2000-01</td>
<td>$ 480,000 Plans/Drawings</td>
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<td>2001-02</td>
<td>$ 6,000,000 Construction</td>
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<td></td>
<td>2002-03</td>
<td>$ 500,000 Equipment</td>
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<tr>
<td>13 Student Services/Child Care/Administrative Services</td>
<td>2001-02</td>
<td>$ 1,400,000 Plans/Drawings</td>
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<tr>
<td>(previously called College Service Building)</td>
<td>2002-03</td>
<td>$ 10,946,000 Construction</td>
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<td></td>
<td>2003-04</td>
<td>$ 1,438,000 Equipment</td>
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<tr>
<td>14 Network Infrastructure</td>
<td>1999-00</td>
<td>$ 5,900,000 Plans/Drawings</td>
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<tr>
<td></td>
<td>2000-01</td>
<td>Construction</td>
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<tr>
<td></td>
<td>2001-02</td>
<td>Equipment</td>
</tr>
<tr>
<td></td>
<td>2002-04</td>
<td>Construction</td>
</tr>
<tr>
<td>Project Name</td>
<td>Earliest Funding Possible</td>
<td>Schedule of Funds</td>
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<tr>
<td>--------------------------------------------------</td>
<td>---------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>15 Theater Arts Classrooms / Labs</td>
<td>2002-03</td>
<td>$1,280,000</td>
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<td></td>
<td>2003-04</td>
<td>$16,000,000</td>
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<tr>
<td></td>
<td>2004-05</td>
<td>$1,600,000</td>
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<tr>
<td>16 Parking Structure</td>
<td>2001-02</td>
<td>$200,000</td>
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<tr>
<td></td>
<td>2002-03</td>
<td>$20,000,000</td>
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<tr>
<td></td>
<td>2003-04</td>
<td>$425,000</td>
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<tr>
<td>17 Airport Campus Equipment (for future new Airport campus building)</td>
<td>2001-02</td>
<td>$1,700,000</td>
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</tbody>
</table>

RECOMMENDATION:

RESOLVED: That the Board adopt this summation of the District’s proposed Five-Year Construction Plan for submission to the State Chancellor’s Office for review and approval. That authorization be given to submit, 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.

Peter A. Goldstein, Originator

01/28/99 – B4 page 3
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Authorization to Award Special Services
(Resolution No. 990128 – B5)

BACKGROUND INFORMATION:

Project: Shops & Warehouse modification project located at the Phelan Campus.

The District wishes to contract with Geo/Resource Consultants, Inc. to provide geotechnical services including soils investigations, testing, inspection and reports for the Project: Shops & Warehouse Modification project located at the Phelan Campus. The scope of work will include: assisting CCSF Project Manager in preparation of revised engineering plans and technical specification for bid documents; incorporating changes requested by Division of State Architects (formal Office of Regulatory Services); testing soil & inspection reports; and clarification response to Request for Clarification requests.

This project will be paid for with the proceeds generated by the sale of General Obligation Bond Funds.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Geo/Resource Consultants Inc., for special services and advice to provide the District with geotechnical services, for the Project: Shops & Warehouse Modification project located at the Phelan Campus at a cost not to exceed $20,000, to be completed on or before June 30, 2000, 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.

Peter A. Goldstein, Originator

01/28/99 – B5 page 1
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990128 – B6)

BACKGROUND INFORMATION:

Project: Shops & Warehouses modification project located at Phelan campus.

The District wishes to contract with Acres, Inc. a MBE Firm, to provide civil engineering services for the Project: Shops & Warehouse Modification project located at the Phelan Campus. The scope of work will include: assisting CCSF Project Manager in preparation of revised engineered plans and technical specification for bid documents; incorporating changes requested by Division of State Architects (formal Office of Regulatory Services); evaluating substitutions, alternatives and project budget; providing Construction Administration services to review submittals, testing & inspection reports; and responding to requests for clarification.

This project will be paid for with the proceeds generated by the sale of General Obligation Bond Funds.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Acres Inc. a MBE firm, for special services and advice to provide the District with Civil Engineering services, for the Project: Shops & Warehouse Modification project located at the Phelan Campus at a cost not to exceed $6,750, to be completed on or before June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief 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.

Peter A. Goldstein, Originator

01/28/99 – B6 page 1
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for Contract Modification for Special Services Contract
(Resolution No. 990128-B7)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 980430-B28</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000</td>
<td>$47,359.02</td>
<td>CM #3 $11,589.10 CM #3 - $30,570</td>
<td>$4,764,948.12</td>
<td>Change Order 04- additional work for unforeseen existing condition</td>
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<tr>
<td>B 980226-B19</td>
<td>Pacesetter Industries Inc., (Modular Supplier, Installer)</td>
<td>$532,000</td>
<td>$41,248</td>
<td>CM #3 -$30,813</td>
<td>$604,061</td>
<td>Additional work for modular set up, foundations pad, piping repair, ceiling tiles, exit signage, and relocate drinking fountains</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION AMOUNT</td>
<td>REQUESTED CONTRACT MODIFICATION AMOUNT</td>
<td>NEW CONTRACT AMOUNT</td>
<td>COMMENTS</td>
</tr>
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</tr>
<tr>
<td>C 961024-B9 Cloud Hall Remodel for Allied Health</td>
<td>B/A Burlage and Associates (Architect)</td>
<td>$260,000</td>
<td>$100,200</td>
<td>CM #3-$22,000</td>
<td>$382,200</td>
<td>Additional Services for scope changes, revising cabinets and drawers</td>
</tr>
<tr>
<td>D 981119-B14 John Adams Campus Child Care Development Teaching Facility</td>
<td>Thorenfeldt Construction Inc., (General Contractor)</td>
<td>180,600</td>
<td>$0.00</td>
<td>CM #1-$7,833.28</td>
<td>$188,433.28</td>
<td>Change Order 01, additional work for job site cleaning, lead abatement, door smoke seal</td>
</tr>
<tr>
<td>E 980729-B2 Myrna Lim (Contractor)</td>
<td>$3,000/Mo.</td>
<td>$0.00</td>
<td>One Time $6,000 $5,000 increase</td>
<td>One Time total of $6,000 $5,000 in addition to her monthly fees.</td>
<td>For additional Management services related to approx. $40,00 plus repair and maintenance of vacant units. Originator: Stephen Herman</td>
<td></td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990128 – B7a)

BACKGROUND INFORMATION:

Project: Project Management for District Scheduled Maintenance and Hazardous Substance Abatement Projects on an as needed basis.

The District wishes to contract with Kendall Young Associates, Architects, a certified MBE Firm, to provide Project Management services, on an as needed basis, for all District Scheduled Maintenance and Hazardous Substance Abatement projects. The scope of work will include: project component definition, schedule, budget, advertising and bidding, securing Division of the State Architect (Office of Regulation Services) review and approval, contract for construction and construction administration.

The fees for this services shall be provided from funds awarded by the State to complete the projects. Scheduled Maintenance projects are currently 50/50 match and Hazardous Substance Abatement projects are 100% funded by the State.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Kendall Young Associates, Architects, a certified MBE Firm, for special services and advice to provide the District with complete Project Management services, for District Scheduled Maintenance and Hazardous Substance Abatement projects on an as needed basis, total not to exceed $20,000, and
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

01/28/99 - B7a page 2
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval of Special Services Contract
(Resolution No: 990128-B8)

BACKGROUND INFORMATION:

The Contract Education Office has been offering Workplace Safety Training to the San Francisco Airport Commission for more than two years. Many other private and public sector entities have the same training needs in the area of workplace safety. To better market the contract training service to these entities, the Contract Education Office plans to hire a consultant to develop a marketing brochure to introduce the concept of Workplace Safety, provide overview and outline the essentials of Workplace Safety Management and Training. Based on our needs, the Dean of Contract Education interviewed three Safety Training consultants and selected Mr. Richard Lack.

Mr. Lack has over 20 years of experience working as the Safety Coordinator at the San Francisco Airport Commission. He retired from the San Francisco Airport Commission in August 1997. Since his retirement, he has been active in providing consultation services to a wide range of businesses in workplace safety management and training. He has also written two safety management books.

This project is funded a grant provided by the State Chancellor's Economic Development Office.
RECOMMENDATION:

RESOLVED: That the District is authorized to contract with Richard Lack for the development of a marketing brochure to introduce the concept of Workplace Safety, provide overview and outline the essentials of Workplace Safety Management and Training during the period of January 2, 1999 to April 30, 1999, at a rate of $50 per hour for a cost not to exceed $4,000, 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.

Judy Teng, Originator

01/28/99 – B8 page 2
Amended 01/25/99

DATE: January 28, 1999  B9

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Board Resolution No.: 990128-B9)

BACKGROUND INFORMATION:

For the past two years the Department of Hotel & Restaurant Operation has been exploring the possibility of moving its entire academic operation to the San Francisco Presidio. Incorporated in this plan is the renovation and subsequent occupation of several buildings, with the historic Officers’ Club as the core of the building cluster. Restoration would need to be done to the Department’s specifications and financed by an outside entity. The proposed entity for this financing is the Fort Mason Foundation. The Trust will inform the District on February 3, 1999, as to whether the District made the Trust’s “short list” for continued negotiations.

Before proceeding further with this proposal, a detailed market demand and feasibility study must be performed to determine if the conference center could be operated profitably or, at least, break-even; whether, or not, this represents a win-win for the Program; and finally, if so, the anticipated impact on and possible scenarios for the Phelan Campus. PKF Consulting, a worldwide, San Francisco-based, hospitality consulting firm is recommended to perform this study. Any such impact will be reviewed by both the Office of Instruction and by the appropriate Shared Governance Committee prior to additional actions being recommended. The study will begin on or about February 4, 1998 and conclude prior to March 31, 1998. Cost for the study is $30,000. $15,000 is payable at the time of signing the special service contract, with the final $15,000 due upon delivery of the consultant’s final report.

01/28/99 - B9 page 1
Funding for this special service contract is $15,000 from the Chancellor’s discretionary funds from Partnership for Excellence. The balance should be provided by a third party if no support is forthcoming, the college will provide the balance.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to enter into a special service contract with PKF Consulting to conduct a market demand and feasibility study on the proposed Presidio conference center, 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 contract.

Phyllis McGuire, Originator

01/28/99 - B9 page 2
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization for Contract to Develop Pilot Survey for Biotechnology
(Resolution No.990128-B10)

BACKGROUND INFORMATION:

The Northern California Biotechnology Center (NCBC) at City College is funded by an ED>Net grant from the State Chancellor’s Office in Sacramento. Recently, City College has also received a large Advanced Technological Education (ATE) grant from the National Science Foundation to coordinate biotechnology education at community colleges throughout the United States.

To assist in the fulfillment of the purposes of the national ATE grant, NCBC has been asked to develop and test a pilot survey instrument that will (a) describe the effort in community colleges to prepare students for employment in the biotechnology industry and (b) assess the nature and degree of success of biotechnology programs nationwide. The ATE grant has transferred $10,000 to NCBC for professional assistance in developing the survey instrument.

To provide this professional assistance, NCBC wishes to retain the services of Ms. Kristin Hershbell and WestEd, Inc., (1) to develop a draft pilot instrument based upon NCBC input, (2) to test the pilot by application at Northern California community colleges, (3) to analyze the quantitative and
qualitative data thus gathered, (4) to revise the survey on the basis of the findings, (5) to write a
report on the findings and on the efficacy of the survey instrument and (6) to prepare the survey
instrument for national distribution. This contract is for the period Feb. 1, 1999, to June 30, 1999 in
the amount not to exceed $10,000, entirely funded from BIO-LINK through NCBC.

RECOMMENDATION:

RESOLVED: That the San Francisco Community College District is authorized to
contract with
Kristin Hershbell and WestEd for professional assistance in
developing a survey instrument for biotech in community
colleges for the period February 1, 1999 through June 30,
1999, in the 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 any and all documents on behalf
of the District to effectuate this resolution

Robert Manlove, Originator

01/28/99 - B10 page 2
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Authorization to modify existing Grants

(Resolution No. 990128-B11)

*please note - All of the modifications listed below are paid for out of the existing grants.

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<tr>
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<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
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<td>+$720</td>
<td>$23,211</td>
<td>$720 increase will be used for classified salaries and fringe benefits. Originator: Sandra Handler</td>
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BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
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<th>ORIGINAL TOTAL AMOUNT</th>
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<td>Fiscal Year 1998-99</td>
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<td>$918,216</td>
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<td>Yosemite Community College District</td>
<td>Fiscal Year 1998-99</td>
<td>$27,500</td>
<td>+$5,000</td>
<td>$32,500</td>
<td>$5,000 increase will be used for family child care and criminal screening fee. Originator: Sandra Handler</td>
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<td>H 980729-B15</td>
<td>Without Walls (Robert Conway)</td>
<td>August 1, 1998- January 31, 1999</td>
<td>$6,000</td>
<td>+$9,000</td>
<td>$15,000</td>
<td>To provide support for Advisory Council on Diego Rivera Mural. Originator: Robert Gabriner</td>
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<td>CONTRACT DATE</td>
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<td>NEW TOTAL NOT TO EXCEED</td>
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<td>I 980625-B17</td>
<td>Private Industry Council of San Francisco, Inc./JTPA-Title III</td>
<td>July 1, 1998-June 30, 1999</td>
<td>$102,250</td>
<td>+$16,360</td>
<td>$118,610</td>
<td>To increase enrollment at PIC funded job preparation programs at the John Adams Campus. Originator: Phyllis G. McGuire</td>
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<td>J 980428-B10</td>
<td>California Community College State Chancellor's Office</td>
<td>July 1, 1998-June 30, 1999</td>
<td>$178,875</td>
<td>Add Foothill College as a partner and it will receive $3,000. Increase Skyline College by $2,500</td>
<td>$178,875</td>
<td>The increase is covered from the other Outgo category Originator: Robert Manlove and Robert Gabriner</td>
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<td>K 971120-B8</td>
<td>National Science Foundation Bio Link</td>
<td>August 1, 1998-July 31, 2003</td>
<td>$4,983,072</td>
<td>Add Northern California Biotechnology center (NCBC) as partner to Bio Link project</td>
<td>$4,983,072</td>
<td>NCBC is to be included as partner NSF/BioLink project (CCSF is also fiscal agent to NCBC grant) Originator: Robert Gabriner</td>
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RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendment to the Resolution as indicated in the table, 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.
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Grant Approval of Expenditure Plan for 1998-99 TTIP Grant, Chancellor’s Office (Resolution No: 990128-B12)

BACKGROUND INFORMATION:

The 1998-99 State Budget Act contains $28 million for expenditure on the Telecommunications Technology Infrastructure Program (TTIP), and provides that $21,600,000 be allocated to the community colleges for (1) data and video network services provided by the California State University and CCC Network (4CNET); (2) local planning and development for improving library technology; (3) digital and analog satellite systems; (4) training for technology for faculty and staff. In addition, there are three other optional categories of technology planning and implementation for which colleges may chose to spend their allocation of TTIP funds if they have met the above four requirements.

The allocation of the 98-99 TTIP funds for City College of San Francisco is $315,007:

<table>
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<tr>
<th>Category</th>
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<td>4CNET data/video</td>
<td>$57,034</td>
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<tr>
<td>Library Automation</td>
<td>$81,899</td>
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<tr>
<td>Technology Training</td>
<td>$176,074</td>
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<tr>
<td>Total</td>
<td>$315,007</td>
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</table>

01/28/99 - B12 page 1
The State Chancellor’s Office requires that a Board approved expenditure plan for the TTIP funds be submitted. The following expenditure plan, created in accordance with the guidelines for allowable TTIP expenditures, is submitted for Board approval.

Area 1 4CNET data connectivity  (T-1 line) $23,000
The balance of the funds  ($34,034) will be spent on the optional area of wide area network planning.

Area 2  Acquisition of digital satellite downlink equipment. City College of San Francisco has met this requirement and was not given funding for this area.

Area 3  Library Automation - City College of San Francisco has met the state’s required standards for library automation. The funds awarded in this area, $81,899 can then be spent in any of 11 library areas. City College of San Francisco’s expenditure plan for this area:

- Web Server for the Library $25,000
- DHCP Server for the Library $10,000
- Technical Support Staff $ 7,200
- Remote Patron Software $ 2,700
- Electronic Resources $28,000
- OPAC’s $ 8,999
  (On-line Public Access Catalog)

  Total $81,899

01/28/99 - B12 page 2
Area 4 Technology Human Resources Training Funds

City College of San Francisco’s expenditure plan for this area:

Planning and Coordination
of Technology Staff Development $26,340
Faculty/Staff Development Center $77,534
Self-Paced Training Tools/Materials $ 5,000

Direct Training
Using Educational Technology $47,180
Training Technical Staff $10,000
Training Trainers $10,000

Total $176,074

No general fund expenditure will be required to implement this resolution.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the expenditure plan as specified in this resolution, as required by the 1998-99 Budget Act, in order to receive special State funds for the Telecommunications Technology Infrastructure Program in the amount of $315,007, 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.

Mamie How, Originator
Clara Starr, Originator

01/28/99 - B12 page 3
Date: January 28, 1999                C 1

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
         Procurement of Equipment, Supplies, Services, Etc., less than $3,000

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $268,706.84 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

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James Kendrix, Originator

01/28/99 - C1 page 1
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**Total Unrestricted**

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**Total Restricted**

Total Restricted: $642,286.10

**Total Unrestricted and Restricted**

Total Unrestricted and Restricted: $942,457.02
CERTIFICATION OF RESOLUTION 990128-C3

The following resolution was adopted by the Board of Trustees of San Francisco Community College District:

DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Acceptance of Gifts
Resolution No. 990128-C3

BACKGROUND INFORMATION:
SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:
WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Provost, declares that these gifts will enhance the instructional program of the San Francisco Community College District, and

01/28/99 – C3 page 1
RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to accept the gifts listed on Attachment A for and in the name of the San Francisco Community College District, and

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

Passed and adopted on July 21, 1998, by the Board of Trustees of the San Francisco Community College District.

I, Peter Golstein, Vice Chancellor of Finance and Administration, 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
Vice Chancellor of Finance and Administration

01/28/99 – C3 page 2
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33 Congo Street  
San Francisco, CA  94131 | CCSF Tibetan Students Scholarship | $ 500.00 |
| 8) Cash     | Northern CA Construction Institute  
801 Army Street  
San Francisco, CA  94124 | Scholarship CCSF Student Jose Quezada | $ 1,000.00 |
| 9) Cash     | Square & Circle Club, Inc.  
P.O. Box 640137  
San Francisco, CA  94164 | Square & Circle Club Scholarship | $ 2,100.00 |
| 10) Cash    | Karin Nelson  
505 Evelyn Avenue  
Albany, CA  94706 | Tibetan Students Scholarship | $ 500.00 |
| 11) Cash    | Roxie Food Center  
1901 San Jose Avenue  
San Francisco, CA  94112 | Administrator's Scholarship | $ 1,260.50 |
| 12) Cash    | Atkinson Foundation  
1100 Grundy Lane, #140  
San Francisco, CA  94066 | Atkinson Foundation Scholarship | $ 8,000.00 |
| 13) Cash    | Paul G. Hewitt  
One San Antonio Place 2D  
San Francisco, CA  94133 | Albert Einstein Scholarship | $ 5,300.00 |
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Interim Appointment
Educational Academic Administrator
(Resolution No. 990128 - F1)

BACKGROUND INFORMATION:

Resolution No. 990128 - F1 covers an interim educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:


Clara Starr, Originator

01/28/99  -  F1 page 1
Date: January 28, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Unpaid Leave of Absence
Educational Academic Administrator
(Resolution No. 990128 - F2)

BACKGROUND INFORMATION:

Gary Tom, Dean of the Alemany Campus, is requesting an unpaid leave of absence effective January 19 through June 30, 1999 during which time he is serving in the capacity of Acting Director of Human Resources per Resolution No. 981217 - F3. Board of Trustees’ approval is required.

RECOMMENDATION:


Clara Starr, Originator

01/28/99 - F2 page 1
Date: January 28, 1999  
To: Board of Trustees  
From: Dr. Philip R. Day, Jr., Chancellor  

Subject: Human Resources  
Unpaid Leave of Absence and an  
Acting Appointment  
Educational Academic Administrator  
(Resolution No. 990128 - F3)  

BACKGROUND INFORMATION:  

Rodney Santos, Associate Dean of Students, is requesting an unpaid leave of absence effective February 1, 1999 through June 30, 1999 to serve in the capacity of Acting Dean of Alemany Campus (Office of the Provost). Board of Trustees’ approval is required.  

RECOMMENDATION:  

RESOLVED: That effective February 1, 1999 through June 30, 1999, Rodney Santos be granted an unpaid leave of absence under the provisions of the District’s Policy Manual 3.17 Leave of Absence, from his position as Associate Dean of Students, and  

FURTHER BE IT RESOLVED: That effective February 1, 1999 through June 30, 1999, Rodney Santos be appointed as Acting Dean of the Alemany Campus (Office of the Provost) replacing Gary Tom, who is on leave and serving in the capacity of Acting Director of Human Resources. Salary shall be in accordance with the 1998/1999 Management Salary Schedule Classification B, Dean I/Associate Director.  

Clara Starr, Originator  

01/28/99 - F3 page 1
Date: January 28, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Authorization to amend employment
Contract(s)
(Resolution No. 990128 - L1)

BACKGROUND INFORMATION:

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.
RECOMMENDATION:

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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BI-WEEKLY

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</table>

c) TERMINATION/CANCELLATIONS

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.

James Kendrix, Originator

01/28/99 - L1 page 3
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL
Authorization to contract with the University of Amsterdam, Amsterdam, Netherlands, for a faculty exchange position for the Spring 1999 semester (Resolution No. 990128-S1)

BACKGROUND INFORMATION:
Individual faculty exchanges with other colleges and universities result in mutual benefit to both institutions at no additional costs to either institution; therefore, faculty exchanges are worthy of support. The current District AFT Contract provides for Exchange Leave in Article 17.0.

California Education Code Section 87422 reads in part as follows: “The governing board of a community college district, subject to the rules and regulations prescribed by the board of governors may enter into an agreement with the proper authorities of any foreign country, or of any state, territory, or possession of the United States, or other district within the state, for the exchange of regularly credentialed employees and employees of public schools of any foreign country, state territory, or possessions or other district with the state.”

RECOMMENDATION:
RESOLVED: That the San Francisco Community College contract with the University of Amsterdam, Amsterdam, Netherlands, for a faculty exchange position for the Spring 1999 semester, and

01/28/99 - S1 page 1
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Clara Starr, Originator

01/28/99 - S1 page 2
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL
Adoption of Findings of Fact and Conclusions
Of the hearing officer and the Recommendation
Of the Chancellor for the Expulsion of Student
Case No. 989900003
(Resolution No.990128-S2)

BACKGROUND INFORMATION:

On October 14, 1998, a hearing was held before a District hearing officer in the question of the suspension/expulsion of a student, case no.: 989900003. The hearing officer prepared a report with Findings of Fact and Conclusions. The College administration reviewed the report and recommended expulsion to me. I confirmed the interim suspension and recommended expulsion of the student.

The Board of Trustees at its closed session on January 28, 1999 confirmed my recommendation.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby adopts the Findings of Fact and Conclusions of the Hearing Officer, dated November 3, 1998 and Recommendation of the Chancellor dated November 6, 1998; and

01/28/99 - S2 page 1
FURTHER BE IT RESOLVED: That pursuant to Education Code Sections 72122 and 76030 the student, Case #989900003 be and is hereby expelled as a student of the San Francisco Community College District effective January 28, 1999, for cause including (1) Continued disruptive behavior, continued willful disobedience, habitual profanity or vulgarity or the open and/or persistent abuse of, District personnel or officials acting in the performance of their duties; (2) Assault or battery, abuse, extortion, or any threat of force or violence directed toward any member of the District community or District visitor engaged in authorized activities; (3) Obstruction or disruption of classes, administration, disciplinary procedures, governance processes, or authorized District activities; (4) Gambling, disorderly, lewd, indecent, obscene, or offensive conduct or expression which interferes with the District's primary educational responsibility; (5) Failure to comply with directions of District officials, faculty, staff or campus police officers who are acting in performance of their duties; (6) Persistent, serious misconduct where other means of correction have failed to bring about proper conduct; and that as a condition of this expulsion, the student be denied access to any and all facilities of the District.

Frank Chong, Originator
01/28/99 - S2 page 2
DATE: January 28, 1999       S3

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL:
Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1998-1999
(Resolution No:990128-S3)

BACKGROUND INFORMATION:

The administration has provided the non-exclusive representative of the specified “Building Trades Supervisory” and “Building Trades” employees 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 Educational Employment Relations Act. The administration has subsequently recommended adjusting the wage rates for “Building Trades Supervisory” and “Building Trades” employees, as set forth in Attachment 1.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the modified wage rates for the “Building Trades Supervisory” and “Building Trades” classifications described in Attachment 1, to be effective on the date specified therein;

FURTHER BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designee(s) are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Lawrence C. Klein, Originator

01/28/99 - S3 page 1
MODIFIED WAGE RATES FOR DISTRICT DESIGNATED BUILDING TRADES SUPERVISORY AND BUILDING TRADES CLASSIFICATIONS FOR FISCAL YEAR 1998-1999

I. CLASSIFICATIONS

The modified wage rates as set forth herein shall be applicable to the positions and/or employees designated as “Building Trades Supervisory” or “Building Trades” in the following classifications:

A. BUILDING TRADES SUPERVISORY:
   7205 Chief Stationary Engineer

B. BUILDING TRADES:
   7333 Apprentice Stationary Engineer
   7334 Stationary Engineer
   7335 Senior Stationary Engineer (vacant)

II. WAGE RATES

The present biweekly wage rates for the above “Building Trades Supervisory” and “Building Trades” classifications shall be amended as follows, retroactive to October 3, 1998.

<table>
<thead>
<tr>
<th>Class #</th>
<th>Class Title</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>7205</td>
<td>Chief Stationary Eng.</td>
<td>$2025.02</td>
<td>$2125.94</td>
<td>$2233.63</td>
<td>$2343.87</td>
<td>$2460.90</td>
</tr>
<tr>
<td>7333</td>
<td>Appr.(A) Stat. Eng.</td>
<td>$1272.85</td>
<td>$1371.22</td>
<td>$1468.74</td>
<td>$1566.26</td>
<td>$1664.62</td>
</tr>
<tr>
<td>7333</td>
<td>Appr.(B) Stat. Eng.</td>
<td>$1762.99</td>
<td>$1859.66</td>
<td>$1859.66</td>
<td>$1859.66</td>
<td>$1859.66</td>
</tr>
<tr>
<td>7334</td>
<td>Stationary Engineer</td>
<td>$1615.44</td>
<td>$1695.15</td>
<td>$1778.26</td>
<td>$1863.90</td>
<td>$1958.03</td>
</tr>
<tr>
<td>7335</td>
<td>Sr. Stat. Eng.(vac.)</td>
<td>$1820.66</td>
<td>$1910.54</td>
<td>$2005.52</td>
<td>$2104.74</td>
<td>$2210.74</td>
</tr>
</tbody>
</table>

III. INTENT

This resolution is not intended to modify any other form of compensation, benefits, or other term or condition of employment not specifically enumerated herein.

01/28/99 - S3 page 2
DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL
Proposed Legislative Action Plan
(Resolution No. 990128-S4)

BACKGROUND INFORMATION:

Attached for your review and approval is a copy of the proposed Legislative Action Plan which provides specific details on both the Board of Governor’s and Governor Davis’ budget request for 1999-2000. A spreadsheet showing the differences between each Budget request and our current status is also attached. You will note that for each of the major items of the budget requests, we have provided a “brief” overview of the issue and how it impacts on City College. In each case we have pointed out what would be City College’s fair share allocation. Additionally, Other Substantive Issues are also identified (e.g. Non-Credit Equalization) and their relevance to City College are discussed.

It is my intent to utilize this as a guide for our future work in Sacramento. We need to be mindful that situations and issues change as the legislative process evolves. I’ll be meeting directly with our legislative delegation (one-on-one initially) to discuss our plans and agenda. It would be my hope to arrange a special dinner/working session toward the end of February, early March between our entire legislative delegation and as many of our Board members as possible. The purpose would be to share with them our plan/agenda and discuss the dynamics of the legislative session, and solicit their support for our institution.

01/28/99 - S4 page 1
I recommend the Board approve the Plan with the understanding that it is a “living/evolving”
document that will necessarily have to change as the need and situation arises. Thank you for your
support. Finally, I'd like to thank Peter Goldstein, Bob Gabriner, Leslie Smith and Dale Shimasaki for
their assistance in putting this plan together.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the attached “City College of San Francisco
Legislative Priority List FY 1999-2000” as the District’s position on substantive issues that will be
addressed during the 1999 Legislative Session.

Dr. Philip R. Day, Jr., Originator
01/28/99 - S4 page 2
Amended 01/27/99

DATE: January 28, 1999 S5

TO: Board of Trustees

FROM: Dr. Philip R. Day Jr., Chancellor

SUBJECT: Institutional Planning Objectives Annual
(Resolution No. 990128-S5)

BACKGROUND INFORMATION:

You will recall that early in the year, the Board of Trustees approved my recommendation to establish a new Planning and Budgeting Council (PBC). This was in direct response to the strategic priority included in the December, 1997 approved Strategic Plan which called for the Development of an “integrated approach to planning and budgeting”. The PBC, operating under the leadership and chair of the Chancellor, was charged with the responsibility of developing the integrated approach to planning and budgeting and operationalizing this system in terms of developing our annual budget request each year. The initial and “pilot” year for this effort is the 1999/2000 budget-academic year.

The attached three-page graphic highlights the integrated aspects of the new system we are developing. On a yearly basis, the key component to this approach is the Annual Plan. This “plan” identifies the key objectives that our college community identifies and regards as the priority considerations and activity they would like to engage in during the upcoming year (1999-2000). Successful achievement of these objectives would suggest that the institution is making progress towards achieving its strategic goals and objectives. Some objectives may/will be carried over into the following year and others will be added to insure that we continue to achieve progress.

01/28/99 - S5 page 1
The proposed Annual Plan for 1999/2000 was developed and approved by the newly created Planning and Budgeting Council and has their full support. I recommend the Plan for your approval. Once approval is granted, the document will become the “principal source document” to guide all of the budget administrators as they develop their 1999/2000 budget request as reflected in the attached graphic illustration.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the attached “Annual Institutional Plan, City College of San Francisco, 1999/2000” as the key objectives the District seeks to make progress on, and as the principal source document for guiding the development of the District’s budget during fiscal year 1999-2000.

Dr. Philip R. Day Jr., Originator

01/28/99 - S5 page 2
DATE: January 20, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr. 
Chancellor

SUBJECT: SPECIAL
Resolution on Behalf of Professor Paul G. Hewitt
(Resolution No. 990128-S6)

BACKGROUND INFORMATION:

You will recall that at last month's meeting the Academic Senate proposed to the Board of Trustees, a special resolution honoring Professor Paul G. Hewitt. This recommendation was enthusiastically endorsed by the Board, with an appropriate and acceptable amendment offered by Trustee Varni.

Unfortunately, the Board could not officially act on the resolution because it was not a part of the official and noticed resolution agenda. So, we deferred the issue until the January meeting. The attached resolution is proposed and recommended for approval.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the attached “Resolution for Paul G. Hewitt”.

Dr. Philip R. Day Jr., Originator

(resolution initially developed by the Academic Senate)

01/28/99 - S6 page 1
Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on contracts under $50,000, Office of Contract Education, City College of

This report is for information only on contracts that the Office of Contract Education negotiated
or amended under $50,000 for the month of January 1999.

- Shangri-La Holiday Travel Lines (SHTL-2) - Contract total $2,945, term December 11, 1998 to
  December 14, 1998, for a 2-day seminar in Labor Management, Human Resource Management &
  Development and Negotiation Skills, to delegation from Guangdong Labor Board, China.

- San Francisco League of Urban Gardeners (SLUG-4) – Contract total $3,660, term February 1,
  1999 to June 30, 1999, for a 32-hour training program consisting of Horticulture, Career
  Exploration, Resume Writing and Interviewing Skills to a group of teenagers.

- United Airlines (UAL-4) – Contract total $9,170, term January 4, 1999 to June 30, 1999, for 50-
  hour Conversational Spanish class, with emphasis on Spanish aircraft maintenance vocabularies,
  marketing and sales terminologies.

- Hetch Hetchy Water & Power (HHWP) – Contract total $1,500, term February 1, 1999 to February
  2, 1999, for an 8-hour course in Standard First Aid and Adult Cardiopulmonary Resuscitation.

- Franchise Tax Board (FTB) – Contract total $2,250, term January 5, 1999 to January 7, 1999, for
  a 15-hour Video Conferencing equipment usage and technical support services.

- Santa Rosa Department of Health Services (SRDHS) – Contract total $27,500, term January 2,
  1999 to March 31, 1999, for a 40-hour lead training program.
Regular Meeting of the
Board of Trustees of the
San Francisco Community College District
City College of San Francisco
Pierre Coste Room
50 Phelan Avenue, San Francisco
Thursday, February 25, 1999
Open Session - 5:00 p.m.

I. Roll Call
II. Pledge of Allegiance

III. Approval of Minutes
   Amended Regular meeting - September 17, 1998
   Regular meeting - October 29, 1998
   Regular meeting - November 19, 1998

IV. Adoption of Resolutions Agenda
V. Approval of Consent Agenda Items as Listed:

VI. Special Presentations
VII. Monthly Financial Report
VIII. Action on Other Resolutions Agenda Items

IX. Report from Constituent Groups
   - Academic Senate
   - Associated Students
   - Classified Senate

X. Board of Trustees’ Report
XI. Chancellor and Staff Reports

XII. Requests to Speak

* 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.
XIII. Adjournment

FINANCE (Pages 1-20)

GENERAL FUND

B1 - WITHDRAWN
Authorization be hereby given to contract with _______________ for food service in the Press Box of the Phelan Campus from March 1, 1999 through January 20, 2001 with two one year each renewal options if mutually agreed to by District Administration and Contractor with a daily minimum guarantee to the District of _______________.

B2 - Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended December 31, 1998.

B3 - Authorization to amend the contract with Angus Hamer Networking for special services to City College of San Francisco for project management for the Cloud Hall Remodeling Project, telecommunications infrastructure, for the period from February 26, 1999 through June 30, 1999 for an additional $68,900 for a total cost of the current contract not to exceed $169,900.

B4 - Amending the Adopted 1998-99 Revenue and Resources Budget

Capital Outlay

B5 - Authorization be given to award Yamas Controls contract with for the Project: Visual Arts Air Correction project, located at the Phelan Campus, for a cost of $50,100; this contract will be completed on or before September 30, 1999.

B6 - Authorization for contract modification for Special Services

********
"C - 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 be given to contract * C with Sylvania Lightning Services for the Project: Gough Auditorium Lighting project, at a cost of $6,500. This contract will be completed on or before May 31, 1999.

Grants

B8 - Authorization to modify existing Grant * C

B9 - Authorization be given to submit an * C application and appropriate all funds receivable upon approval from the Zellerbach Family Fund to purchase and install tinted film for Window Covering for the Diego Rivera Theater for the time period of February 3, 1999, through June 30, 1999, in the amount not to exceed $4,500.

B10 - Authorization to subcontract with Contra * C Costa SBDC for activities related to a grant from the Chancellor’s Office of the California Community Colleges to provide transition services to the small business community in San Francisco, March 1, 1999 to June 30, 1999, in the amount not to exceed $30,000.

B11 - Authorization be hereby given to enter * C into a memorandum of agreement with San Francisco Department of Human Services to provide training for prospective foster parents for a cost not to exceed $40,000.

B12 - Authorization to hereby given to enter into an * C agreement with The Family School to provide six units of credit Child Development classes during the Fall 1998 semester for a sum not to exceed $6,839.

Equipment, Supplies & Services (Pages 21-31)

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

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

---

"C - 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."
C3 - Acceptance of Gifts

C10 - Disposal of Personal Property with insufficient Sales Value

Human Resources (Pages 32-63)

F1 - Extending Interim Appointment Non-Educational Academic Administrator.

F2 - Extending Interim Appointment Educational Academic Administrator.

F3 - Resignation from an Educational Academic Administrative Position and Extending Appointment Temporary Exempt Grant-Funded Educational Academic Administrator

F4 - Extending Acting Appointment Educational Academic Administrator

F5 - Human Resources Acting Appointment Educational Academic Administrator

G1-8 - Academic Employees, Credit Program, District Funded

H1-3 - Academic Employees, Credit Program, 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 - Academic Employees Community Services Classes

Special (Pages 64-70)

iv

---------

* C - 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.
S1 - Revising Resolution No. 941205-S2 Community Service *C
governing fees for the Institute for International
Students commencing with the Summer 1999 program.

S2 - Recommend Adoption of Modified Wage Rates for Specified
Unrepresented Classified Building Trades Supervisory and
Building Trades Employees for Fiscal Year 1998-1999

S3 - Resolution on Achieving Excellence at City College of San
Francisco

Real Estate (Pages 71-72)

W1 - Authorization to sublease 730 square *C
feet of classroom space at the Southeast Campus on a
month to month basis to Renaissance Parents of Success
at 39 cents a square foot per month starting January 1,
1999.

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 25, 1999
33 Gough Street
Gough Auditorium
Date: February 25, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund Authorization to Contract (Resolution No.990225-B1)

BACKGROUND INFORMATION:

The District has not yet used a space adjacent to the press box for food service to the campus community. To that end, an RFP was developed and advertised for three weeks in the Independent newspaper. Six bidders called for bid packets and four came to an open house to view the space on November 13th. Sealed bids were due to the District by 12:00 noon on Friday, November 20, 1998.

A shared governance task force reviewing the possibility of food service in the press box venue requested additional time for discussion and on February 3, 1999 opened the sealed bids.

The following four bidders submitted proposals:

- Cable Car Coffee
- Jazzland Coffee
- Subway
- SuperCrown Catering

Questions to the bidders included:

1. Proposed daily rent with minimum guarantees Monday thru Fridays, Saturdays and summer sessions?
2. Current San Francisco locations being served?
3. Number of years in food sales and services business?
4. Gross dollar amount of food sales managed per year during past three years?
5. Any complaints with Better Business Bureau or Health Department in past 3 years?
6. Willingness to offer District a signing bonus?
7. Pictures of other food operations
8. Proposed menu of items and prices

02/25/99 - B1 page 1
On the issue of proposed revenue to District, the four bidders submitted the following % of gross sales with minimum daily revenue, whichever is higher:

<table>
<thead>
<tr>
<th>Reg Term</th>
<th>Mon-Thurs</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cable Car</td>
<td>10%/175</td>
<td>10%/75</td>
<td></td>
</tr>
<tr>
<td>Jazzland Coffee</td>
<td>15%/225</td>
<td>15%/175</td>
<td>10%</td>
</tr>
<tr>
<td>*Subway</td>
<td>10%</td>
<td>14%/200</td>
<td></td>
</tr>
<tr>
<td>**SuperCrown Catering</td>
<td>2%+$67</td>
<td>2%+$67</td>
<td>125</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Summer</th>
<th>Mon-Thurs</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cable Car</td>
<td>10%/75</td>
<td>10%/75</td>
<td></td>
</tr>
<tr>
<td>Jazzland Coffee</td>
<td>10%/75</td>
<td>10%/50</td>
<td>10%</td>
</tr>
<tr>
<td>*Subway</td>
<td>10%-14%/200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>**SuperCrown Catering</td>
<td>*2% +180 (Includes 1 truck &amp; Press box)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Subway offered a sliding percentage rate on gross sales from 10%--12% depending on total gross sales with 12% starting after $41,000 per month.
**SuperCrown modified the proposal and would only serve on Saturdays that had home football games. SuperCrown also required that in addition to rights to the press box, that SuperCrown would be allowed to continue selling from its second catering truck in the same location as currently placed.

The best two overall bidders were invited to present food samples to the task force and to answer questions raised by the task force regarding operational issues.

As a result of the task forces findings, the following resolution is recommended for adoption:

**RECOMMENDATION:**
RESOLVED: That authorization be hereby given to contract with _______________ for food service in the Press Box of the Phelan Campus from March 1, 1999 through January 20, 2001 with two one year each renewal options if mutually agreed to by District Administration and Contractor with a daily minimum guarantee to the District of _________________, 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.

Stephen J. Herman, Originator

02/25/99 - B1 page 3
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended December 31, 1998.

BACKGROUND INFORMATION:

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 December 31, 1998 and quarterly thereafter, districts are required to provide to the State 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:

RECOMMENDATION:

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

James Kendrix, Originator

02/25/99 - B2 page 1
DATE: February 25, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
SUBJECT: GENERAL FUND
Approval of Special Personnel Services Contracts
(Resolution No: 990225-B3)

BACKGROUND INFORMATION:

By Resolution No. 991217-B1, the Board of Trustees authorized a contract extension with Angus Hamer Networking into the current fiscal year for operational technical support of the College’s Wide Area Network (WAN) for a cost not to exceed $101,000, January 1, 1999 through June 30, 1999. This amendment adds a special project to the Angus-Hamer Networking contract which is not part of on-going operations and is not covered under the existing contract.

The College is currently in the process of remodeling Cloud Hall, which includes telecommunication infrastructure, installation of cabling for voice and data, building of telecommunications closets, and installation of building fiber backbone cabling. The College contracted with Angus-Hamer to do the initial design for this work last year. In order to ensure that the work by the cabling subcontractors, as well as the construction, is being done according to the specifications designed by Angus-Hamer as the work is being done, and not after the fact, on-going review and oversight of the project is necessary. In addition, ITS presence at the construction meetings is necessary. This amendment allows the College to contract with Angus-Hamer Networking to provide the project management.
The cost for this contract amendment will be charged to Proposition A bond funds, as the entire telecommunications infrastructure costs for the Cloud Hall Remodeling Project have been charged to Proposition A bond funds.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to amend the contract with Angus Hamer Networking for special services to City College of San Francisco for the project management of the Cloud Hall Remodeling Project, telecommunications infrastructure, February 26, 1999 through June 30, 1999 for an additional $86,085 for a total cost not to exceed $187,085, 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.

Mamie How, Originator

02/25/99 - B3 page 2
AMENDED 02/19/99

Date: February 25, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund
Amending the Adopted 1998-99 Revenue and Resources Budget
(Resolution No. 990225-B4)

BACKGROUND INFORMATION:

On September 17, 1998 Resolution No. 980917-B2 was approved adopting the Final 1998-99 Budget. The Final Recommended 1998-99 Budget for the General Fund Unrestricted Revenue and Resources totaled $127,963,147 and $126,961,802 for expenditures, and a designated Reserve totaling $3,650,000.

On November 19, 1998 Resolution No. 981119-B9 was approved to modify the 1998-99 expenditure Budget. These adjustments increased the expenditure budget from $126,961,802 to $128,707,022.

On November 19, 1998 Resolution No. 980917-B2 was approved increasing the General Fund Unrestricted Expenditure Appropriations by $604,821 for 1997-98 encumbrances and $800,000 to fund instructional departments supply allocations previously funded by one-time Block Grant Funds. These adjustments increased the Expenditure Budget from $126,961,802 to $128,366,621.
The 1998-99 Estimated Revenue and Resources is projected to total $128,767,181 including the Beginning Unreserved Undesignated Fund balance of $2,463,094. The increases are as follows:

- $340,924 Recalculation on Advance Apportionment
- $244,000 Prior Year Adjustment
- $100,000 Lottery Income
- (29,000) Apprenticeship
- 108,851 Sales Tax Revenue
- 59,000 Sales Tax Revenue - Prior Year Recovery
- (80,000) Local Other Income

RECOMMENDATION:

RESOLVED: That the 1998-99 General Fund Unrestricted Revenue and Resources Budget be amended from $127,963,147 to $128,707,022 $128,767,181.

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 College to effectuate this resolution.

James Kendrix, Originator

02/25/99 - B4 page 2
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990225 – B5)

BACKGROUND INFORMATION:

Project: Visual Arts Air Correction.

The District received qualified cost proposal, and the District wishes to contract with Yamas Controls Inc., for the project: Visual Arts Air Correction project. This Project consists of existing air damper actuators replacement; remote monitoring/control system upgrade; air duct and air registers cleaning, repair, and replacement; and interior thermostat control upgrade.

This project is 100% funded by State Hazardous Substance Removal Program.

RECOMMENDATION:

RESOLVED: That authorization be given to award contract with Yamas Controls Inc., for the Project: Visual Arts Air Correction project, located at the Phelan Campus, for a cost of $50,100; this contract will be completed on or before September 30, 1999, 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.

Peter A. Goldstein, Originator

02/25/99 - B5 page 1

BOARD OF TRUSTEES
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DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY

Authorization for Contract Modification for Special Services Contract

(Resolution No. 990225-B6)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 980430-B28 Cloud Hall Remodel for Allied Health</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000</td>
<td>$58,878.12</td>
<td>CM #4-$60,076</td>
<td>$4,846,005.02</td>
<td>Change Order 05 for field changes due to the unforeseen existing conditions</td>
</tr>
<tr>
<td>B 980528-B37 Cloud Hall Underground Tank Retrofit and Upgrade</td>
<td>SCA Environmental, Inc. (Project Engineer)</td>
<td>$25,080</td>
<td>$1,205</td>
<td>CM #2-$2,146</td>
<td>$28,431</td>
<td>Asbestos Monitoring ($1,336), additional bid walk ($235) and Temporary Tank Closure Permit ($575)</td>
</tr>
</tbody>
</table>

BOARD OF TRUSTEES
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DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>C 981029-B4</td>
<td>Adolph Schmidt, Inc. (General Contractor)</td>
<td>$65,808</td>
<td>-0-</td>
<td>CM #1 - $ 1,000</td>
<td>$66,808</td>
<td>Change Order 01 –</td>
</tr>
<tr>
<td>D 990128-B3</td>
<td>Chow Engineering, Inc. (Project Engineer)</td>
<td>$11,570</td>
<td>-0-</td>
<td>CM #1 -$10,175</td>
<td>$21,745</td>
<td></td>
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<tr>
<td>E 980226-B19</td>
<td>Pacesetter Industries, Inc. (General Contractor)</td>
<td>$532,866</td>
<td>$41,248</td>
<td>CM #3 - $30,812.49</td>
<td>$604,926.49</td>
<td>Change Order 03 -</td>
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<tr>
<td>F 960523-B13</td>
<td>Seto’s Construction Company (General Contractor)</td>
<td>$162,500</td>
<td>$59,057</td>
<td>CM #7 - $3,912</td>
<td>$225,469</td>
<td>Change Order 13 ($329) and Change Order 14 ($3,583)</td>
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<tr>
<td>G 980528-B38</td>
<td>Chow Engineering, Inc. (Project Engineer)</td>
<td>$13,500</td>
<td>$20,435</td>
<td>CM #3 - $2,135</td>
<td>$36,070</td>
<td>Additional soil &amp; water testing, laboratory analysis, pull test calculation, and additional work.</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to exchange all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
      Authorization to Award Special Services
      (Resolution No. 990225-B7)

BACKGROUND INFORMATION:

Project: Gough Auditorium Lighting

The District wishes to contract with Sylvania Lighting Services for the project: Gough Auditorium Lighting. This project consists of remove and dispose of existing light fixtures and ballast; install and paint new cover plates to match existing; and install new ceiling mount light fixture.

The project is funded by State Deferred Maintenance Program lighting project.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Sylvania Lighting Services for the Project: Gough Auditorium Lighting project, at a cost of $6,500. This contract will be completed on or before May 31, 1999, 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.

Peter A. Goldstein, Originator

02/25/99 - B7 page 1
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to modify existing Grant
(Resolution No. 990225 - B8)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACT OR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
</table>

RECOMMENDATION:

RESOLVED: That the Board authorizes the specific amendment to the Resolution as indicated in the table, 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.

BOARD OF TRUSTEES
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DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval to submit an application and appropriate funds receivable upon approval from the Zellerbach Family Fund to purchase and install tinted film for a Window Covering for the Diego Rivera Theater (Resolution No. 990225-B9)

BACKGROUND INFORMATION:

The Zellerbach Family Fund will provide the funds for a tinted film to be placed on the windows in the Diego Rivera Theater. The film will protect the Diego Rivera mural from sun damage as well as keep the glass from imploding onto the mural should there be an earthquake. Since the mural is extremely valuable and the sun or earthquake could easily damage it, window covering could save a significant amount of money to be paid for mural repair. The district will receive $4,500 for supplies to be used to purchase and install the tinted film.

RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the Zellerbach Family Fund to purchase and install tinted film for Window Covering for the Diego Rivera Theater for the time period of February 3, 1999, through June 30, 1999, in the amount not to exceed $4,500, 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.

Robert Gabriner, Originator

02/25/99 - B9 page 1
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Grants Authorization to Subcontract with Contra Costa Small Business Development Center

BACKGROUND INFORMATION:

On January 27, 1995, through Board Resolution No. 950126 -B21, the Board of Trustees authorized the submission of an application and appropriation of all funds received upon approval by the California Trade and Commerce Agency (CTCA) 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. Last year, the Board of Trustees continued to adopt resolutions which authorized the Chancellor to enter into formal agreements with the CTCA to provide Small Business Administration funding for the period January 1, 1998 to December 31, 1998. In addition, the Board of Trustees adopted Board Resolution 980430-B23 which authorized the execution and submission of Chancellor’s Office of the California Community Colleges (COCCC) Grant Agreement 98-0143 in the amount of $140,550, for the period July 1, 1998 to June 30, 1999, to provide continued funding for the SBDC.

In August 1998, former Chancellor Del Anderson notified the CTCA that City College would not renew its SBDC contract for another three years. The main reason for not renewing was that the benefits to the College’s existing Small Business Institute were modest at best; the SBDC simply did not help to develop curricula and resources that would better serve our students. We continued to serve the small business community until the agreement expired on December 31, 1998.

02/25/99 - B10 page 1
However, our contract with the COCCC was not formally terminated. Although we informed the COCCC in October, 1998 that City College would not renew its contract with CTCA, the agreement with COCCC is still in effect. These are the funds that will be used to subcontract with the Contra Costa SBDC to provide transition services to the San Francisco small business community while a new host organization is selected. The COCCC has expressed support for the use of its funds in this manner. The CTCA plans to issue a Request for Proposals in March or April, 1999.

The subcontract will be paid by funds from the COCCC grant. This is a pass through arrangement with City College of San Francisco as the fiscal agent. No district funds are required.

The contract has the following budget:

<table>
<thead>
<tr>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clerical assistance</td>
<td>$10,000</td>
</tr>
<tr>
<td>Consultants</td>
<td>$20,000</td>
</tr>
<tr>
<td>Total to Contra Costa SBDC</td>
<td>$30,000</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

RESOLVED: That the Board hereby authorizes the District to subcontract with Contra Costa SBDC for activities related to a grant from the Chancellor’s Office of the California Community Colleges to provide transition services to the small business community in San Francisco, March 1, 1999 to June 30, 1999, in the amount not to exceed $30,000, 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.

Steven Glick, Originator
DATE:    February 25, 1999   B11

TO:    Board of Trustees

FROM:    Dr. Philip R. Day, Jr., Chancellor

SUBJECT:    GRANT

Authorization for a memorandum of agreement with the San Francisco Department of Human Services for providing foster parent pre-service training.  
(Resolution No. 990225-B11)

BACKGROUND INFORMATION:

Since Spring Semester 1996, City College of San Francisco, through the Child Development and Family Studies Department (CDFSD), has provided foster parent pre-service training under a memorandum of agreement with the San Francisco Department of Human Services (SFDHS).  SFDHS has requested a continuation of the training and has a new memorandum of agreement for this purpose.

The new agreement covers the period January 1, 1999 to June 30, 2000.  During this time, seven cycles of eight, three-hour training sessions will be offered to DHS-referred families interested in becoming foster parents.  Each cycle will serve a minimum of 10 homes and may include up to 24 prospective parents.

SFDHS agrees to work-order funds not to exceed $40,000.  Under the agreement, CDFSD will provide a certificated instructor, educational materials, arrange for suitable sites for the classes, and schedule classes at times convenient for prospective foster parents.  CDFSD will provide monthly and quarterly reports as well as fiscal reporting at the close of each fiscal year.  No General Fund monies from the District are required.

02/25/99 - B11 page 1
RECOMMENDATION:

RESOLVED: That authorization be hereby given to enter into a memorandum of agreement with San Francisco Department of Human Services to provide training for prospective foster parents for a cost not to exceed $40,000, 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.

Sandra Handler, Originator

02/25/99 - B11 page 2
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT

Approval for Payment of Credit Classes from Family School
(Resolution No. 990225-B12)

BACKGROUND INFORMATION:

The Child Development and Family Studies Department, in partnership with The Family School, will conduct six units of credit Child Development classes during the fall, 1998 semester. The classes will be delivered at The Family School site for TANF/CalWORKS participants with supportive services provided by The Family School and Private Industry Council staff. The classes will also be open to the community for those wishing to acquire Early Childhood credit units. The Child Development and Family Studies will receive $6,839 for instructional salary costs.

No General Fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization to hereby given to enter into an agreement with The Family School to provide six units of credit Child Development classes during the Fall 1998 semester for a sum not to exceed $6,839, 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.

Sandra Handler, Originator

02/25/99 - B12 page 1
Date: February 25, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: PURCHASING
Procurement of Equipment, Supplies, Services, Etc., less than $3,000
(Resolution No. 990225-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $369,460.27 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

Direct Payments $36,201.23
Purchase Orders 297,613.70
Travel/Mileage 36,645.34
GRAND TOTAL: 369,460.27

James Kendrix, Originator

02/25/99 - C1 page 1
Date: February 25, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., more than $3,000
(Resolution No. 990225-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A’.

GRAND TOTAL: $1,215,644.55

James Kendrix, Originator

01/28/99 - C2 page 1
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GIFTS & DONATIONS
Acceptance of Gifts
Resolution No. 990225-C3

BACKGROUND INFORMATION:
SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:
WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Provost, declares that these gifts will enhance the instructional program of the San Francisco Community College District, and

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to accept the gifts listed on Attachment A for and in the name of the San Francisco Community College District, and

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

2/25/99 - C3 Page 1
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>DONOR</th>
<th>BENEFICIARY</th>
<th>MARKET VALUE DECLARED BY DONOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Cash</td>
<td>Ella Driscoll</td>
<td>Yefim Cherkis Scholarship</td>
<td>$ 250.00</td>
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<tr>
<td></td>
<td>127 Corona Street</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>San Francisco</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2) Cash</td>
<td>Every Child Can Learn Foundation</td>
<td>CCSF Student Abraham Sacdalan</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td></td>
<td>225 Bush Street, Suite 35</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>San Francisco, CA 94104</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Date: February 25, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: DISPOSAL OF EQUIPMENT
Disposal of Personal Property with Insufficient Sales Value
(Resolution No. 990225-C10)

BACKGROUND INFORMATION:

It has been determined that the property identified in Schedule a is 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 through recycling or through Regular waste disposal services.

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 is of insufficient value to defray the cost of arranging a sale, it may be disposed of in the local public dump”.

RECOMMENDATION:

RESOLVED: That authorization is hereby granted to dispose of all unsatisfactory and unserviceable equipment listed on Schedule A,

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 College to effectuate this resolution.

James Kendrix, Originator

02/25/99 - C10 page 1

BOARD OF TRUSTEES
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DR. PHILIP R. DAY, JR., CHANCELLOR
Date:       February 25, 1999       F1
To:         Board of Trustees
From:       Dr. Philip R. Day, Jr., Chancellor

Subject:    Human Resources
            Extending Interim Appointment
            Non-Educational Academic Administrator
            (Resolution No. 990225 - F1)

BACKGROUND INFORMATION:

Resolution No. 990225 - F1 extends an interim non-educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective March 1 through June 30, 1999, or until a permanent dean is hired, whichever occurs first, Mamie How’s appointment as Interim Director, Information Technology Services (Office of the COO) be extended. Salary shall be in accordance with the 1998/1999 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator

02/25/99 - F1 page 1
Date: February 25, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Extending Interim Appointment
Educational Academic Administrator
(Resolution No. 990225 - F2)

BACKGROUND INFORMATION:

Resolution No. 990225 - F2 extends an interim educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective March 1 through June 30, 1999, or until a permanent dean is hired, whichever occurs first, Suzanne Korey’s appointment as Interim Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost) be extended. Salary shall be in accordance with the 1998/1999 Management Salary Schedule Classification B, Dean I/Associate Director.

Gary Tom, Originator

02/25/99 - F2 page 1
Date: February 25, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources

Resignation from an Educational Academic Administrative Position and Extending Appointment Temporary Exempt Grant-Funded Educational Academic Administrator (Resolution No. 990225 - F3)

BACKGROUND INFORMATION:

Bernice Brown was granted an unpaid leave of absence from her position as Dean of Southeast Campus to serve in the capacity of Dean of Workforce Education, effective March 27, 1998 through March 26, 1999. Per the provisions of the District’s Policy Manual 3.17 Leave of Absence, leaves of absence are granted for a period of up to one year without pay.

RECOMMENDATION:

RESOLVED: That the resignation of Bernice Brown from her educational academic administrative position as Dean, Southeast Campus be accepted effective March 27, 1999.

FURTHER BE IT RESOLVED: That effective March 27, 1999 through June 30, 1999, Bernice Brown’s appointment as Dean of Workforce Education (Office of the Chancellor) be extended. Salary shall be in accordance with the 1998/1999 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator

02/25/99 - F3 page 1
Date: February 25, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Extending Acting Appointmet
Educational Academic Administrator
(Resolution No. 990225 - F4)

BACKGROUND INFORMATION:

Resolution No. 990225 - F4 extends an acting educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective March 27 through June 30, 1999, Veronica Hunnicutt’s appointment as Dean, Southeast Campus (Office of the Provost) be extended. Salary shall be in accordance with the 1998/1999 Management Salary Schedule Classification B, Dean I/Associate Director.

Gary Tom, Originator

02/25/99 - F4 page 1
Addition 02/22/99

Date: February 25, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
          Acting Appointment
          Educational Academic Administrator
          (Resolution No. 990225 - F5)

BACKGROUND INFORMATION:

Resolution No. 990225-F5 covers an acting educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective March 1 through June 30, 1999, Dr. Arnulfo Cedillo be appointed as Acting Associate Dean of Students (Office of the Provost), replacing Rodney Santos who is serving as the Acting Dean of Alemany Campus. Salary shall be in accordance with the 1998/1999 Management Salary Schedule Classification B, Dean I/Associate Director.

Gary Tom, Originator

02/25/99 - F5 page 1
Date: February 25, 1999

To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Authorization to amend employment Contract(s)
(Resolution No. 990225 - L1)

BACKGROUND INFORMATION:

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.

RECOMMENDATION:

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.

<table>
<thead>
<tr>
<th>INSURANCE COMPANIES</th>
<th>I.D. NO.</th>
<th>Amount</th>
</tr>
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<tbody>
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<td>IDS Life</td>
<td>03646</td>
<td>200.00</td>
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<td>IDS Life</td>
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<td>Vanguard</td>
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</table>

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.

James Kendrix, Originator

02/25/99 - L1 page 3
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL
Revising Resolution No. 941205-S2 Community Service governing fees for the Institute for International Students commencing with the Summer, 1999 program. (Resolution No. 990225 - S1)

BACKGROUND INFORMATION:

In the Fall of 1991, City College of San Francisco began offering a new community services program consisting of intensive ESL classes to foreign students under the auspices of the International Education Program. The offerings are for students from abroad who wish to study English and who are willing to pay for this education in conformance with SB 432 of 1987, and California Education Code Section 78300. It was anticipated that there was a substantial market for this program in San Francisco which has proved to be the case. Enrollment has gone from 25 in the Fall of 1991 to more than 200 in the Fall of 1998. The Institute is now self-supporting.

Resolution No. 910425-S4 authorized an original fee of $1,400 per semester. Resolution No. 941205-S2 authorized an increase in fees for Spring 1995. Fees were increased to $1,695 per semester and $900 per nine week program. In April 1996, fees were increased to $1,795 per semester and $950 per nine week program.

Due to program and student demand, the summer program is being expanded from two three week sessions to two four week sessions with the fee increased.

02/25/99 - S1 page 1
RECOMMENDATION:

RESOLVED: That in accordance with California Education Code Section 78300, the community service class fee charged to all students enrolled be adjusted as follows:

A. For a program offered through the Institute for International Students, of an eighteen week duration, $1,795 per semester program. (There is no increase in fees in this category.)

B. For a program offered through the Institute for International Students, of a nine week duration, $950 per nine week program (there is no increase in fees in this category).

C. For the Summer Session programs offered through the Institute for International Students of four or eight weeks duration, $495 per four weeks or $900 per eight weeks.

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

Joanne Low, Originator

02/25/99 - S1 page 2
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1998-1999

(Resolution No: 990225-S2)

BACKGROUND INFORMATION:

The administration has provided the non-exclusive representatives of the specified “Building Trades Supervisory” and “Building Trades” employees 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 Educational Employment Relations Act. The administration has subsequently recommended adjusting the wage rates for “Building Trades Supervisory” and “Building Trades” employees, as set forth in Attachment 1.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the modified wage rates for the “Building Trades Supervisory” and “Building Trades” classifications described in Attachment 1, to be effective on the date specified therein;

FURTHER BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designee(s) are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Originator: Lawrence C. Klein
MODIFIED WAGE RATES FOR DISTRICT DESIGNATED
BUILDING TRADES SUPERVISORY AND BUILDING TRADES CLASSIFICATIONS
FOR FISCAL YEAR 1998-1999

I. CLASSIFICATIONS

The modified wage rates as set forth herein shall be applicable to the positions and/or employees designated as “Building Trades Supervisory” or “Building Trades” in the following classifications:

A. BUILDING TRADES SUPERVISORY:
   3418 Gardener Assistant Supervisor (vacant)
   7226 Carpenter Supervisor I
   7238 Electrician Supervisor I
   7242 Painter Supervisor I

B. BUILDING TRADES:
   3417 Gardener
   3428 Nursery Specialist
   7342 Locksmith
   7344 Carpenter
   7345 Electrician
   7346 Painter
   7347 Plumber
   7348 Steamfitter
   7355 Truck Driver

II. WAGE RATES

The present biweekly wage rates for the above “Building Trades Supervisory” and “Building Trades” classifications shall be amended as follows, retroactive to October 3, 1998.
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<tr>
<th>Class #</th>
<th>Class Title</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
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### III. INTENT

This resolution is not intended to modify any other form of compensation, benefits, or other term or condition of employment not specifically enumerated herein.
DATE: February 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL Resolution on Achieving Excellence at City College of San Francisco (Resolution No. 990225-S3)

BACKGROUND INFORMATION:

City College of San Francisco faculty, staff, students and administrators completed a Strategic Plan after two years of study and discussion with the goal of promoting the highest standards of excellence in all aspects of the College’s educational and support services, and this plan is now being implemented in the College.

City College of San Francisco has held eight Listening Sessions throughout the City and County of San Francisco hearing from over 250 representatives from business, government, educational and community-based organizations in order to expand and improve upon the College’s Strategic Plan.

The CCSF Listening Sessions heard over 1000 suggestions and proposals for expanding and improving upon the College’s programs and services.

City College is now engaged in an accreditation self-study and will soon begin an enhanced self-study focused on student success in order to continue the collective effort to promote excellence in the delivery of instructional and student services.

The College community and its representative constituencies, faculty, staff, students and administrators, are to be commended for their dedication and persistence in their commitment to standards of excellence through the above-mentioned activities;

02/25/99 - S3 page 1
RECOMMENDATION:

RESOLVED: that City College of San Francisco and its college constituencies guided by 1. the aforementioned studies, plans and proposals; and 2. the College’s demonstrated collective commitment to excellence, will strive to become the best community college in the nation

Dr. Philip R. Day, Jr., Originator

02/25/99 - S3 page 2
Date: February 25, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Buildings and Grounds Recommendation of a sublease to the Southeast Community College District Facility Commission and authorization to sublease 730 square feet of classroom space at the Southeast Campus on a month to month basis to Renaissance Parents of Success at 39 cents a square foot per month starting January 1, 1999

(Resolution No: 990225-W1)

BACKGROUND INFORMATION:

Renaissance Parents of Success has occupied space at the Southeast Campus since 1996. By Board Resolution No. 980430-B20 the Board of Trustees authorized a contract with Renaissance Parents of Success for $35,000 to provide stipends to community participants from the Bayview Hunters Point who were being trained by the Community Environmental Justice Education Project funded by the Federal Environmental Protection Agency for the period of October 1, 1997 through September 30, 1999.

Renaissance Parents of Success is a community based agency which has a network of contacts in the community and has an outstanding track record for recruiting persons of all ages to participate in the educational programs and other activities at the campus.

The current sublet agreement between Renaissance Parents for Success and the District has expired. District Administration recommends that the Board authorize a month to month sublease with Renaissance Parents for Success and that the District be authorized to seek approval from the Southeast Community College Facility Commission for such a sublease to begin January 1, 1999.
RECOMMENDATION:

RESOLVED: That the Board of Trustees recommends a sublease to the Southeast Community College District Facility Commission and authorizes a sublease 730 square feet of classroom space at the Southeast Campus on a month to month basis to Renaissance Parents of Success at 39 cents a square foot per month starting January 1, 1999, and

Further Be It Resolved: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such a sublease agreement on behalf of the San Francisco Community College District.

Stephen J. Herman, Originator

02/25/99 - W1 page 2
AMENDED 03/22/99

Regular Meeting of the
Board of Trustees of the
San Francisco Community College District
City College of San Francisco
District Office
Auditorium
33 Gough Street, San Francisco
Thursday, March 25, 1999

Open Session - 6:00 p.m.

I. Roll Call
II. Pledge of Allegiance
III. Approval of Minutes
IV. Adoption of Resolutions Agenda
V. Approval of Consent Agenda Items as Listed:
VI. Special Presentations
VII. Monthly Financial Report
VIII. Action on Other Resolutions Agenda Items
IX. Report from Constituent Groups
   - Academic Senate
   - Associated Students
   - Classified Senate
X. Board of Trustees’ Report
XI. Chancellor and Staff Reports
XII. Requests to Speak

------------
"C - 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."
XIII. Adjournment

FINANCE (Pages 1-58)

GENERAL FUND

B1 - That the SFCCD contract with the Jones Education Media for a Telecourse license agreement for the cable rights to one Telecourse to be offered during the Fall 1999 & Spring 2000 semester, at a cost of $1,095.00 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

B2 - 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 fall, 1999 semester, at a cost of $400 for the license fee and $14 per student royalty, paid to the vendor by City College of San Francisco.

B3 - Authorization to contract with KKA Architects, Inc., a certified MBE/LBE firm for special services to City College of San Francisco for the projects ‘Permanent Chinatown/North Beach Campus and Permanent Mission Campus’, March 1, 1999 through August 30, 1999 for a total cost not to exceed $ ---.

B4 - Adoption of Nonresident Tuition Fee Rate in Grades 13 and 14 for the Fiscal Year 1998-99.

B5 - Authorization for General Fund Modification(S) for Special Services Contract.

B6 - That the SFCCD contract with the Adult Learning Service of Public Broadcasting Service for a Telecourse license agreement of three College by Cassette Telecourses to be offered during the, Fall 1999 semester, for a $40 per student royalty, paid to the vendor by City College of San Francisco.

B7 - Authorizing the issuance of a 1999 tax and revenue anticipation note and participation in the Community College League of California cash flow-financing program.

* C - 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.
B8 - Authorization that SFCCD contracts with the NTC/Contemporary for a Telecourse license agreement for the cable rights to one Telecourse to be offered during the, Fall 1999 semester at a cost of $948.75, paid to the vendor by City College of San Francisco.

B9 - Authorization that SFCCD contracts with the Adult Learning Service of Public Broadcasting Service Coastline Community College for a Telecourse license agreement for the cable rights to 12 Telecourses to be offered during the, Fall 1999 & Spring 2000 semesters, at a cost of $10,800 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

B10 - Authorization that the SFCCD contracts with the Adult Learning Service of Public Broadcasting Service for a Telecourse license agreement for the cable rights to 2 Telecourses to be offered during the, Fall 1999 semester, at a cost of $1,000 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

B11 - Authorization that the SFCCD contracts with GME Piano video Coastline Community College license agreement for the cable rights to two Telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $1,950 $750 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

CAPITAL OUTLAY

B12 - PULLED

B13 - Authorization be given to contract with All Star Telecom at a cost of $10,000, to be completed on or before December 31, 1999.

B14 - Authorization for Contract Modification for Special Services Contract

B15 - Authorization be given to contract with

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"c - 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."
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.

TH Associates at a cost of $44,500, to be completed on or before December 31, 1999.

B16 - Authorization be given to contract with *c Precision Works, Inc., at a cost of $34,200, to be completed on or before September 30, 1999.

B17 - Authorization be given to contract with *c CST Environmental Inc., at a cost of $168,865 to be completed on or before September 30, 1999.

GRANTS

B18 - Authorization to accept funds in the *c amount of $9,236 for instructional materials and supplies for Grace Child Development Center.

B19 - Authorization be given to submit *c an application and appropriate funds receivable upon approval from the State Chancellor’s Office to create the ‘Asian Infusion’ project to allow faculty to participate in a seminar series centered on Asian culture for the time period of July 1, 1999 through June 30, 2000, in the amount not to exceed $26,741.

B20 - Authorization be given to receive *c subcontract funding from San Francisco State University for activities related to a grant from San Francisco Department of Public Health for Community Health Training for the time period of May 1, 1998 through June 30, 1999, in the amount not to exceed $6,829.

B21 - Authorization be given to contract with *c Peggy Doherty to provide research for the CCSF Transitional Studies Department High School program for the time period of March 1, 1999 through May 31, 1999, in the amount not to exceed $5,000.

B22 - Authorization be and is hereby *c given for approval to contract with Ann Schneider for special services to be provided to the District for a total contract cost of $8,185 for the period February 1, 1999 through June 30, 1999.

B23 - Authorization be given to submit an *c
application and appropriate all funds receivable upon approval from the California Community Colleges Chancellor’s Office Fund for Student Success Middle College High School Projects to develop, plan, initiate components establishing a Middle College High School program for the 1999-2000 academic year.

B24 - Authorization that the Board of Trustees of the City College of San Francisco authorizes Mobilizing Democracy to receive $5,000 from the Colonna-Chang Family Foundation for voter education activities.

B25 - Authorization to modify existing Grants

B26 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the State Chancellor’s Office to conduct ‘The effect of intensity of study on student success’ study to investigate the correlation between taking multiple concurrent classes and student success for the time period of March 31, 1999 through July 1, 2000, in the amount not to exceed $14,787.

Equipment, Supplies & Services (Pages 59-64)

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 65-71)

F1 - Resignation with the Intent to Retire Educational Academic Administrator

G1-6 - Academic Employees, Credit Program, District Funded

H1 - Academic Employees, Credit Program, Categorically Funded

L1 - Amending employment contract for the purpose of (a)

"C - 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."
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

Special (Pages 72-77)

S1 - Authorization that the Board of Trustees adopts the modified wage rates for the Building Trades Supervisory and Building Trades classifications described in Attachment 1, to be effective on the date specified therein.

S2 - A resolution honoring the coaching staff of the City College of San Francisco Football Rams.

S3 - Authorization that students, Staff, Faculty, Administrators and Trustees of City College of San Francisco dedicate themselves to work together to have the best Community College in the nation.

S4 - The Administration is authorized to establish the Hourly Wage Rates for the fiscal year 1998-99 for the Classification be established at $8.30 per hour;

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: April 29, 1999
Chinatown/NorthBeach Campus
940 Filbert Street
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Telecourse License Agreements
(Resolution No. 990325-B1)

BACKGROUND INFORMATION:
City College of San Francisco offers Telecourses over T.C.I cable vision 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.

RECOMMENDATION:
RESOLVED: That the SFCCD contract with the Jones Education Media for a Telecourse license agreement for the cable rights to one telecourse to be offered during the Fall 1999 & Spring 2000 semester, at a cost of $1,095.00 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

LICENSE FEE

Media Waves: An introduction to Mass Communication

$ 1,095

FURTHER BE IT RESOLVED: That the Chancellor and 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.

Suzanne Korey, Originator

03/25/99 - B1 page 1

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.

DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: March 25, 1999

TO: Board of Trustees

FROM: Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Telecourse License Agreements
(Resolution No. 990325-B2)

BACKGROUND INFORMATION:

City College of San Francisco offers Telecourses over T.C.I Cablevision in San Francisco. This Telecourse is college credit courses, and is distributed on Cable Channel 52. The Telecourse has a license fee plus a $14 per student royalty, to be paid by City College of San Francisco to the vendor.

RECOMMENDATION:

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 fall, 1999 semester, at a cost of $400 for the license fee and $14 per student royalty, paid to the vendor by City College of San Francisco.

LICENSE FEE

Drama, Play, Performance & Perception $ 400.00

$ 400.00

FURTHER BE IT RESOLVED: That the Chancellor and 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.

Suzanne Korey, Originator

03/25/99 – B2 page 1
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Approval of Special Services Contracts
(Resolution No: 990325-B3)

BACKGROUND INFORMATION:

On July 31, 1998, the College acquired sites for permanent campuses for the Chinatown/North Beach and Mission neighborhoods. The proposed Chinatown/North Beach site includes the existing Colombo Building. The proposed Mission site includes the “New Mission Theater”. To continue with plans to develop these sites the College now needs a rendering of what the Chinatown/North Beach campus might look like if the design incorporated an effort to preserve the facade of the Colombo Building. In addition, the College needs an architectural assessment of the cost and programmatic implications of a design that would preserve elements of the New Mission Theatre. The architectural firm of KKA Architects, a certified MBE/LBE firm has expertise in this type of activity. However, awarding a contract to KKA Architects for these tasks is not the equivalent of awarding this firm the design contracts for these projects. The actual design contracts will only be awarded at the conclusion of an RFQ/RFP process. This process will not begin until the College secures funding for the design work.

The cost for this contract will be charged to Proposition A bond funds, as part of the planning effort that is needed for improvements to the real property the College now owns.
RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to contract with KKA Architects, Inc., a certified MBE/LBE firm for special services to City College of San Francisco for the projects “Permanent Chinatown/North Beach Campus and Permanent Mission Campus”, March 1, 1999 through August 30, 1999 for a total cost not to exceed $40,000, 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.

Peter Goldstein, Originator

03/25/99 – B3 page 2
DATE: March 25, 1999

TO: Board of Trustees

FROM: Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Adoption of Nonresident Tuition Fee Rate in Grades 13 and 14 for the Fiscal Year 1998-99
(Resolution No. 990325-B4)

BACKGROUND INFORMATION:

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 1998-99, the per semester unit non-resident tuition fee rate was $130. The per semester non-resident tuition fee computed for 1999-00 for all districts statewide is $125. The per unit non-resident tuition fee for 1999-00 for districts contiguous to the SFCCD are as follows:

<table>
<thead>
<tr>
<th>District</th>
<th>1999-00 U.S. Citizen</th>
<th>1999-00 Non-U.S. Citizen</th>
<th>1999-00 With Capital Outlay</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Marin</td>
<td>$142</td>
<td>$142</td>
<td>$153</td>
</tr>
<tr>
<td>San Mateo</td>
<td>$128</td>
<td>$128</td>
<td>$128</td>
</tr>
<tr>
<td>Peralta</td>
<td>$138</td>
<td>$138</td>
<td>$160</td>
</tr>
</tbody>
</table>
For Fiscal Year 1998-99, the per semester unit nonresident tuition fee rate was $130. It has been computed that the current expense of education for the College Division (grades 13 and 14) during the Fiscal Year 1997-98 was $3,915 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 1.047 and then dividing by 30 semester units, we arrive at $137 as the 1999-00 per semester unit non-resident tuition fee rate.

The total capital outlay expenditure of all SFCCD funds is $10,275,870 divided by the total FTES of 35,789 and then divided by 30 semester units, we arrive at $9.57, as the additional amount to be charged for non-resident students who are both citizens and residents of a foreign country.

However, for competitive reasons it is recommended that the nonresident tuition fee rates for 1999-2000 remain at the 1998-99 level of $130 per unit for U.S. Citizens and $136 per unit for Non-U.S. Citizens:

<table>
<thead>
<tr>
<th>DISTRICT</th>
<th>1999-00 U.S.Citizen</th>
<th>1999-00 Non-U.S. Citizen</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCSF</td>
<td>$130</td>
<td>$136</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

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. and per semester unit non-resident, non-U.S. citizen fee rate of $136. be adopted for non-resident students enrolled in grades 13 and 14 for the Fiscal Year 1999-00.

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 district commercial bank account of the Wells Fargo Bank.

James Kendrix, Originator

03/25/99 - B4 page 4
DATE: March 25, 1999

TO: Board of Trustees

FRRM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: General Fund
Authorization for General Fund Modification(S) for Special Services Contract
(Resolution No. 990128-B5)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 960829-B5</td>
<td>Anthem Life Insurance Company through the Schools Excess Liability Fund (SELF) (Contractor)</td>
<td>January 1, 1997 – December 31, 1998</td>
<td>@ a total cost of 19 cents per $1,000 of coverage</td>
<td>Change name of entity to Lincoln Nat’l Corporation through Excess Liability Fund (SELF) and date to April 1, 1999-December 31, 2000</td>
<td>A total cost not to exceed 19 cents per $1,000 of coverage per employee</td>
<td>To contract with Lincoln Nat’l Corp. through the schools Excess Liability Fund (SELF) for all eligible employees from April 1, 1999 – December 31, 2000. Originator: James Kendrix</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL TOTAL AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS; ORIGINATOR</td>
</tr>
<tr>
<td>---------------------------</td>
<td>--------------------</td>
<td>---------------</td>
<td>-----------------------</td>
<td>--------</td>
<td>-------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>B 980917-B4</td>
<td>Development Institute, Inc. for services of Dr. L. Denton Crews</td>
<td>August 15, 1998 – June 30, 1999</td>
<td>$75,000</td>
<td>+$30,000</td>
<td>$105,000</td>
<td>To contract with Development Institute, Inc. for Dr. L Denton Crews. Originator: James Kendrix</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
DATE: March 25, 1999

TO: Board of Trustees

FROM: Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Telecourse License Agreements
(Resolution No. 990325-B6)

BACKGROUND INFORMATION:

City College of San Francisco offers Telecourses over T.C.I Cablevision in San Francisco. College by Cassette Telecourses are college credit courses. The Africans, Eyes on the Prize and People’s Century. Each College by Cassette Telecourse has a $40 per student royalty, to be paid by City College of San Francisco to the vendor. When the enrollment in a College by Cassette Telecourse reaches 20 the license fee for that course will automatically be converted to a standard Telecourse license fee of $900 and $20 per student fee. In this way City College of San Francisco will not pay more for a college by cassette course than for a standard Telecourse.

RECOMMENDATION:

RESOLVED: That the SFCCD contract with the Adult Learning Service of Public Broadcasting Service for a Telecourse license agreement of three College by Cassette Telecourses to be offered during the, Fall 1999 semester, for a $40 per student royalty, paid to the vendor by City College of San Francisco, and

FURTHER BE IT RESOLVED: That the Chancellor and 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.

Suzanne Korey, Originator

03/25/99 - B6 page 1
RESOLUTION AUTHORIZING THE ISSUANCE OF A 1999 TAX AND REVENUE ANTICIPATION NOTE AND PARTICIPATION IN THE COMMUNITY COLLEGE LEAGUE OF CALIFORNIA CASH FLOW FINANCING PROGRAM

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 San Francisco Community College District (the "District") may, pursuant to a resolution of its Board of Trustees (the "Board"), 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, and the discharge of any obligation or indebtedness of the District;

WHEREAS, the Board hereby determines that an amount (the "Principal Amount") not to exceed $15,000,000 (the "Maximum Principal Amount"), which Principal Amount is to be confirmed and set forth in the Pricing Confirmation (as defined in Section 4 hereof), is needed for the requirements of the District to satisfy obligations of the District, and that it is necessary that the Principal Amount be borrowed for such purpose by the issuance of a temporary note therefor in anticipation of the receipt of taxes, revenue and other moneys to be received by the District during or attributable to fiscal year 1999-2000;

WHEREAS, it appears, and the Board hereby finds and determines, that the Principal Amount, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue, cash receipts and other moneys of the District attributable to fiscal year 1999-2000, and available for the payment of said note and the interest thereon;

WHEREAS, pursuant to Section53856 of the Code, certain revenues that will be received by the District during and attributable to fiscal year 1999-2000 can be pledged for the payment of said note and the interest thereon (as hereinafter provided);

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
WHEREAS, the Board has determined that it is in the best interests of the District to participate in the Community College League of California Cash Flow Financing Program (the "Program"), whereby participating community college districts (collectively, the "Participating Districts") will simultaneously issue tax and revenue anticipation notes;

WHEREAS, the tax and revenue anticipation note authorized hereby (the "Note") will be sold to the Community College League Financing Authority (the "Authority") pursuant to a note purchase agreement, dated as of the date of the Pricing Confirmation, by and between the Authority and the District (the "Note Purchase Agreement"); and

WHEREAS, as part of the Program, the Authority will issue one or more series (each a "Series") of 1999 Tax and Revenue Anticipation Bonds (the "Bonds") pursuant to an Indenture (the "Indenture") between the Authority and U.S. Trust Company National Association (the "Trustee"), which Bonds will be secured by the tax and revenue anticipation notes of the Participating Districts, each Series to be distinguished by the type of credit enhancement, if any, that secures such Series, the principal amounts of the notes securing such Series the date of maturity of such Series, or by such other factors as may be determined by the Authority pursuant to the advice of Sutro & Co. Incorporated, as financial advisor for the Program (the "Financial Advisor");

NOW, THEREFORE, the Board of the District hereby resolves as follows:

Section 1. Recitals. All of the above recitals are true and correct and the District so finds, determines, and represents.

Section 2. Authorization of Issuance of Note: Terms. The District hereby determines to borrow, solely for the purpose of anticipating taxes, income, revenue, cash receipts and other moneys to be received by the District during or attributable to fiscal year 1999-2000, an aggregate principal amount not to exceed the Maximum Principal Amount by the issuance, by the District, of a temporary note under Sections 53850 et seq. of the Code designated as the District's "1999 Tax and Revenue Anticipation Note." The Note shall be dated the date of delivery thereof; shall mature (without option of prior redemption) not more than 15 months from said date of delivery on a date indicated on the face of the Note and set forth in the Pricing Confirmation (as defined below), or if such date is not a day on which banks in New York or California are open for business, on the first business day prior to such date; and shall bear interest, payable on the dates set forth in the Note and computed on a 30-day month/360-day year basis, at the rate indicated on the face of the Note and set forth in the Pricing Confirmation (the "Note Rate"), but not in excess of twelve percent (12.0%) per annum. If the Note is not fully paid at maturity, then the unpaid portion thereof shall continue to bear interest thereafter at the Default Rate to be set forth in the Pricing Confirmation. Both the principal of and interest on the Note shall be payable only upon surrender thereof, in lawful money of the United States of America, at the corporate trust office of the Trustee, Which Trustee is hereby designated to be the Paying Agent for the Note (the "Paying Agent").

Section 3. Form of Note. The Note shall be issued in registered form without coupons 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 word and figures.

Section 4. Sale of the Note. The Note shall be sold to the Authority, pursuant to the Note Purchase Agreement. The form of the Note Purchase Agreement, including, the form of the pricing confirmation supplement (the "Pricing Confirmation") set forth as Exhibit B thereto, presented to this
meeting is hereby approved. The Chancellor, the Vice Chancellor, the Chief Financial Officer, the Chief of Business Officer or any other person designated by the Chancellor of the District (the "Authorized Representatives") are each hereby authorized and directed to execute (which execution shall be accomplished by execution of the Pricing Confirmation) and deliver the Note Purchase Agreement (including the Pricing Confirmation) in substantially said form, with such changes thereto as such Authorized Representative shall approve, such approval to be conclusively evidenced by his or her execution and delivery thereof, provided, however, that the interest rate on the Note shall not exceed twelve percent (12.0%) per annum, the discount on the Note, when added to the District's share of the costs of issuance of the Bonds, shall not exceed one and one-half percent (1.5%), and the Principal Amount shall not exceed the Maximum Principal Amount.

Section 5. Program Approval. The District's participation in the Program is approved; provided, however, that the District's decision to participate in the Program shall not be binding on the District until the execution and delivery of the Pricing Confirmation.

The District acknowledges that the Authority will execute and deliver the Indenture, (currently on file with the District), to the Trustee in substantially said form, with such changes thereto as an Authorized Representative shall approve, such approval to be conclusively evidenced by execution and delivery of the Pricing Confirmation. The District authorizes and requests the Authority to issue Bonds pursuant to and as provided in the Indenture as finally executed.

The District acknowledges that the Authority, acting upon the advice of the Financial Advisor, may seek such credit enhancement for the note and for the Series of Bonds related thereto as it deems necessary or desirable. The District agrees to be bound by the terms of such credit enhancement, if any, and the agreements related thereto. The District's approval of such credit enhancement, if any, and the agreements related thereto shall be conclusively evidenced by execution and delivery of the Pricing Confirmation. Each Authorized Representative is authorized to execute and deliver, on behalf of the District, all agreements related to credit enhancement for the Note and for the Series of Bonds related thereto that such Authorized Representative shall approve, such approval to be conclusively evidenced by execution and delivery of such agreements.

The Authorized Representatives of the District are hereby, authorized and directed to provide the Financial Advisor with such information relating to the District as the Financial Advisor shall reasonably request for inclusion in the Preliminary Official Statement and Official Statement related to the Bonds. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement is, except for certain omissions permitted by Rule 15c2-12 of the Securities Exchange Act of 1934, as amended (the "Rule"), hereby deemed final within the meaning of the Rule with respect to the District. If, at any time prior to the execution of the Pricing Confirmation, any event occurs as a result of which the information contained in the Preliminary Official Statement related to the District might include an untrue statement of a material fact or, omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading; the District shall promptly notify the Financial Advisor.

The District agrees to pay or cause to be paid, in addition to the amounts payable under the Note, its share of any fees or expenses of the Trustee in connection with its participation in the Program, as determined in accordance with the Indenture. Such additional fees and expenses will be paid by the District within twenty-five (25) days of receipt by the District of a bill therefor from the Trustee.
Section 6. Transfer; Exchange. The Note shall initially be registered in the name of the Authority. Thereafter, the Note may not be transferred or exchanged except for a transfer to a provider of credit enhancement for the Note or for the Series of Bonds related thereto as provided by the terms of such credit enhancement and any agreement related thereto.

Section 7. Deposit of Note Proceeds; No Arbitrage. A portion of the proceeds from the sale of the Note, in an amount equal to the District's share of the costs of issuance (including, any fees and expenses incurred in connection with credit enhancement) of the Note and of the Series of Bonds related to the Note, shall be deposited in the Costs of Issuance Fund established under the Indenture and expended as directed by the Authority on costs of issuance as provided in the Indenture. The remainder of the proceeds from the sale of the Note shall be deposited in the Proceeds Fund established under the Indenture and, until transferred pursuant to a requisition of the District, be invested in Permitted Investments (as defined in and under the terms of the Indenture) as directed by the Authority. While they are on deposit in the Proceeds Fund, proceeds from the sale of the Note shall constitute additional security for repayment of the Note. Upon requisition submitted to the Trustee in accordance with the Indenture, the Note proceeds deposited in the Proceeds Fund shall be transferred to or on behalf of the District for any purpose for which the District is authorized to use and expend moneys. The District hereby covenants that it will make no use of the proceeds of the Note that would cause the Note to be an "arbitrage bond" under Section 149 of the Code; and, to that end, so long as the Note is outstanding, the District, and all of its officers having custody or control of such proceeds, shall comply with all requirements of said section, including restrictions on the use and investment of proceeds of the Note and the rebate of a portion of investment earnings on certain amounts, including proceeds of the Note, if required, to the Federal government, and of the Income Tax Regulations of the United States Treasury), promulgated thereunder or under any predecessor provisions. to the extent that such regulations are, at the time, applicable and in effect, so that the Note will not be an "arbitrage bond."

Section 8. Payment of Note.

(A) Source of Payment. The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during fiscal year 1999-2000 and, which are available therefor. The Note shall be a general obligation of the District, and to the extent the Note is not paid from the Pledged Revenues defined below, the Note shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

(B) Pledged Revenues. As security for the payment of the principal of and interest on the Note, the District hereby pledges certain unrestricted revenues (as further described in the following paragraph, the "Pledged Revenues") which are received by the District in the months specified in the Pricing Confirmation as Pledge Months (each a "Pledge Month" and collectively the "Pledge Months"). The term "unrestricted revenues" shall mean taxes, income, revenue, cash receipts, and other money of the District as provided in Section 53856 of the Act, which are intended as receipts for the general fund of the District and which are generally available, for the payment of current expenses and other obligations of the District.

With respect to each Pledge Month, the amount of unrestricted revenues which shall constitute Pledged Revenues will be equal to a percentage of the Principal Amount plus a percentage of the interest due on the Note on the applicable interest payment dates, including maturity, such percentages, and dates to be specified in the Pricing Confirmation. Any one of the Authorized Representatives of the District is hereby authorized to approve the determination of the Pledge
Months and the amount of Pledged Revenues with respect to each Pledge Month by executing and delivering the Pricing Confirmation, such execution and delivery to be conclusive evidence of approval by this Board and such Authorized Representative.

The principal of the Note and the interest thereon shall be a first lien and charge against and shall be payable from the first moneys received by the District from such Pledged Revenues, as provided by law.

In the event that there are insufficient unrestricted revenues received by the District to permit the deposit into the Repayment Account, as hereinafter defined, of the full amount of Pledged Revenues to be deposited from unrestricted revenues in any Pledge Month, then the amount of any deficiency shall be satisfied and made up from any other moneys of the District lawfully available for the repayment of the Note and the interest thereon.

(C) Deposit of Pledged Revenues in Repayment Account. Pledged Revenues shall be held by the District in a special account within the District's general fund designated as the District's "1999 Tax and Revenue Anticipation Note Repayment Account" (the "Repayment Account") and applied as directed in this resolution. Any moneys placed in the Repayment Account shall be for the benefit of the holder of the Note, and until the Note and all interest thereon are paid or until provision has been made for the payment of the Note at maturity, with interest to maturity, the moneys in the Repayment Account shall be applied only for the purposes for which the Repayment Account is created. Upon the written request of the Trustee or any provider of credit enhancement for the Note or the Series of Bonds related thereto, the District shall, within ten (10) Business Days following its receipt of such request, provide written evidence that the deposits to the Repayment Account required by this resolution have been made. In addition, the District shall provide such additional financial information as may be required by any provider of credit enhancement for the Note or the Series of Bonds related thereto.

(D) Disbursement of Moneys in Repayment Account. The District shall, to the extent necessary to pay the principal of and the interest on the Note, cause the moneys in the Repayment Account to be transferred to the Trustee at least five (5) Business Days (as defined in the Indenture) prior to the date that interest on the Note must be paid, as applicable, and prior to the maturity of the note. Moneys so transferred to the Trustees shall be deposited in the appropriate Bond Payment, Fund established under the Indenture and applied to the payment of the principal of and interest on the Note when due and at maturity, as provided in the Indenture. In the event that moneys in the Repayment Account are insufficient to pay the principal of and interest on the Note when due and at maturity, such moneys shall be applied first to pay interest on the Note and second to pay principal of the Note. Any moneys remaining in or accruing, to the Repayment Account after the principal of and the interest on the Note have been paid, or provision for such payment has been made, shall be transferred to the general fund of the District, subject to any other disposition required by the Indenture.

Section 9. Execution and Delivery of Note. The Note shall be executed by the manual or facsimile signature of an Authorized Representative and countersigned by the manual or facsimile signature of the Secretary or the Clerk of the Board. The proper officers of the District are hereby requested to deliver the Note to the Authority.

Section 10. Covenants and Warranties.
(A) It is hereby covenanted and warranted by the District that all representations and recitals contained in this resolution are true and correct.

(B) The District shall not incur any indebtedness secured by a pledge of its unrestricted revenues unless such pledge is subordinate in all respects to the pledge of unrestricted revenues hereunder.

(C) So long as any Bonds issued in connection with the Note are outstanding, the District will not create or suffer to be created any pledge of or lien on the Note other than the pledge and lien of the Indenture.

(D) The District and its appropriate officials have duly taken, or will take, all proceedings necessary to be taken by them for the levy, collection and enforcement of the Pledged Revenues in accordance with the law and for carrying out the provisions of this resolution and the Note.

Section 11. Ratification and Approval of Past and Future Actions. All actions heretofore taken by the officers and agents of the District with respect to the Note, the Bonds, and the Program are hereby approved, confirmed and ratified, and the officers and agents of the District are hereby authorized and directed to do any and all things and take any and all actions which they, or any of them, may, deem necessary or advisable in order to consummate the lawful issuance and delivery of the Note and the District's participation in the Program in accordance with this resolution and resolutions hereafter adopted by the District. The Authorized Representatives are hereby designated as "Authorized District Representatives" under the Indenture.

Section 12. Events of Default and Remedies.

If any of the following events occur, it is hereby defined as and declared to be and to constitute an "Event of Default":

(A) Failure by the District to make or cause to be made the transfers and deposits to the Repayment Account or any other payment required to be paid hereunder on or before the date on which such transfer, deposit or other payment is due and payable;

(B) Failure by the District to observe and perform any covenant, condition or agreement on its part to be observed or performed under this resolution, for a period of fifteen (15) days after written notice, specifying, such failure and requesting that it be remedied, is given to the District by the Paying Agent, unless the Paying Agent shall agree in writing to an extension of such time prior to its expiration;

(C) Any warranty, representation or other statement by or on behalf of the District contained in this resolution or the Note Purchase Agreement (including the Pricing Confirmation) or in any requisition or any financial report delivered by the District or in any instrument furnished in compliance with or in reference to this resolution or the Note. Purchase Agreement or in connection with the Note, is false or misleading in any material respect;

(D) A petition is filed against the District under any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, and is not dismissed within 30 days after such filing, but the
Paying Agent shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its interests and the interests of the registered owner of the Note;

(E) The District files a petition in voluntary bankruptcy or seeking relief under any provision of any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, or consents to the filing of any petition against it under such law; or

(F) The District admits insolvency or bankruptcy or is generally not paying its debts as such debts become due, or becomes insolvent or bankrupt or makes an assignment for the benefit of creditors, or a custodian (including without limitation a receiver, liquidator or trustee) of the District or any of its property is appointed by court order or takes possession thereof and such order remains in effect or such possession continues for more than 30 days, but the Paying Agent shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its interests and the interests of the registered owner of the Note.

Whenever any Event of Default referred to in this Section shall have happened and be continuing, the Paying Agent shall, in addition to any other remedies provided herein or by law or under the Indenture, have the right, at its option without any further demand or notice, to the one or any combination of the following remedial steps:

(1) Without declaring the Note to be immediately due and payable, require the District to pay to the Paying Agent an amount equal to the principal of the Note and interest thereon to maturity, plus all other amounts due hereunder, and upon notice to the District the same shall become immediately due and payable by the District without further notice or demand; and

(2) Take whatever other action at law or in equity (except for acceleration of payment on the Note) which may appear necessary or desirable to collect the amounts then due and thereafter to become due hereunder or to enforce any other of its rights hereunder.

Section 13. Proceedings Constitute Contract. The provisions of the Note and of this resolution shall constitute a contract between the District and the registered owner of the Note, and such provisions shall be enforceable by mandamus or any other appropriate suit, action or proceeding at law or in equity in any court of competent jurisdiction, and shall be irrepealable.

Section 14. Request to Borrow: Transmittal of Resolution. The Note shall be issued in conjunction with the note or notes of one or more other community college districts, as described in Section 53853(b) of the Act. Following its adoption by, the Board, signed copies of this resolution shall be transmitted by the Secretary of the Board to the treasurer of the county (the "County") in which the District is located, to the County's board of supervisors (the "County Board"), and to the County's superintendent of schools. Transmittal of this resolution to the County Board shall constitute a request by the Board for borrowing and for the issuance of the Note by the County Board. This resolution is based on the assumption that the County Board will fail to authorize, by resolution, the issuance of the Note within 45 calendar days of its receipt hereof or that the County Board will notify the District that it will not authorize the issuance of the Note within such 45-day period. If within such 45-day period the County Board authorizes, by resolution, issuance of the Note, then, notwithstanding this resolution, the Notes shall be issued in the name of the District by the County Board pursuant to such resolution of the County Board.

Section 15. Limited Liability. Notwithstanding anything, to the contrary contained
herein or in any other document mentioned herein or related to the Note or to any Series of Bonds to which the Note may be assigned, the District shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 8 hereof.

Section 16. Amendments. At any time or from time to time, the District may adopt one or more Supplemental Resolutions, without the necessity, for consent of the owner of the Note, for any one or more of the following purposes:

(A) to add to the covenants and agreements of the District in this Resolution, other covenants and agreements to be observed by the District which are not contrary to or inconsistent with this Resolution as theretofore in effect;

(B) to add to the limitations and restrictions in this Resolution, other limitations and restrictions to be observed by the District which are not contrary to or inconsistent with this Resolution as theretofore in effect,

(C) to confirm, as further assurance, any pledge under and the subjection to any, lien or pledge created or to be created by, this Resolution, of any monies, securities or funds, or to establish any additional funds or accounts to be held under this Resolution;

(D) to cure any ambiguity, supply any omission, or cure or correct any defect or, inconsistent provision in this Resolution; or

(E) to amend or supplement this Resolution in any other respect;

provided, however, that any such Supplemental Resolution does not adversely affect the interests of the owner of the Note.

Any modification or amendment of this Resolution and of the rights and obligations of the District and of the owner of the Note may be made by a Supplemental Resolution, with the written consent of the owner of the Note; provided, however, that if such modification or amendment will, by its terms, not take effect so long as the Note remains outstanding, the consent of the owner of the Note shall not be required. No such modification or amendment shall change or modify any of the rights or obligations of the Paying Agent without its written assent thereto.

In addition to the amendments permitted by the above paragraphs, this Resolution, including the form of the Note, may be amended at any time prior to the execution and delivery of the Note pursuant to the Note Purchase Agreement or the Indenture, the provisions of which are incorporated herein by reference to the extent that they relate to the Note, the District, and the District's participation in the Program. Any amendment of this Resolution pursuant to this paragraph shall not require the execution and delivery of a Supplemental Resolution.

Section 17. Severability. In the event any provision of this Resolution shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 18. Appointment of Bond Counsel. The law firm of Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California is hereby appointed as Bond Counsel for the Note and for the Program. The District acknowledges that Bond Counsel regularly performs legal
services for many private and public entities in connection with a wide variety of matters, and that Bond Counsel has represented, is representing or may, in the future represent other public entities, underwriters, trustees, rating agencies, insurers, credit enhancement providers, lenders, financial, and other consultants who may have a role or interest in the proposed financing or that may be involved with or adverse to the District in this or some other matter. Given the special, limited role of Bond Counsel described above the District acknowledges that no conflict of interest exists or would exist, waives any conflict of interest that might appear to exist, and consents to any and all such relationships.

Section 19. Effective Date. This Resolution shall take effect from and after its date of adoption.
PASSED AND ADOPTED by the District this_______ day of_______, 1999, by the following vote:

AYES:

NOES:

ABSENT:

_______________________
President, Board of Trustees

Attest:

_______________________
Secretary, Board of Trustees
1999 TAX AND REVENUE ANTICIPATION NOTE

Registered No. 1  $______

Registered owner:

Rate of Interest:    Maturity Date:       Note Date:       Interest Payment       CUSIP:
___%  ____________ ________ ____________ ______

REGISTERED OWNER:

PRINCIPAL AMOUNT:

FOR VALUE RECEIVED, the San Francisco Community College District (the "District") acknowledges itself indebted to and promises to pay the Registered Owner identified above, at the corporate trust office of U.S. Trust Company National Association, in Los Angeles, California, (the "Paying Agent"), the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, together with interest thereon at the Rate of Interest per annum set forth above (computed on the basis of a 360-day year of twelve 30-day months) in like lawful money from the Note Date specified above until payment in full of said principal sum. Both the principal of and interest on this Note shall be payable as specified above; provided, however, no interest shall be payable for any period after maturity, during, which the holder hereof fails to properly present this Note for payment.

It is hereby certified, recited and declared that this Note has been made, executed and given pursuant to and by authority of a resolution of the Board of Trustees of the District duly passed and adopted under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5, California Government Code, and that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the District, does not exceed any limit prescribed by the Constitution or statutes of the State of California.

The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys that are received by the District during, fiscal year 1999-2000. As security for the payment of the principal of and interest on the Note the District has pledged an amount equal to percent (%) of the principal amount of the Note plus percent (%) of the interest due on the Note from the unrestricted revenues received by the District in the month ending , 2000; and an amount equal to percent (%) of the principal amount of the
Note plus percent (\%) of the interest due on the Note at maturity from the unrestricted revenues received by the District in the month ending\________, 2000 (such pledged amounts being hereinafter called the "Pledged Revenues"); and the principal of the Note and the interest thereon shall constitute a first lien and charge thereon and shall be payable from the Pledged Revenues, and to the extent not so paid shall be paid from any other moneys of the District lawfully available therefor.

The District and the Paying Agent may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

IN WITNESS WHEREOF, the District has caused this Note to be signed by the manual or facsimile signature of its Authorized Representative and countersigned by, the manual or facsimile signature of the Secretary of its Board of Trustees, each as of the Note Date.

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

By____________________________
Authorized Representative

Countersigned:

By __________________________
Secretary, Board of Trustees
THIS NOTE PURCHASE AGREEMENT, dated as of the purchase date (the "Purchase Date") specified in the Pricing Confirmation Supplement attached hereto as Exhibit A (the "Pricing Supplement"), is entered into by and between the California Community College Financing Authority (the "Authority") and the community college district (the "District") named in the Pricing Supplement.

WITNESSETH:

WHEREAS, community college districts are authorized by Article 7.6, Chapter 4, Part 1, Division 2, Title 5 of the Government Code of the State of California (the "Act") to borrow money by the issuance of temporary notes;

WHEREAS, the District’s board of trustees (the "Board") has adopted a resolution (the "Resolution") determining to borrow, solely for the purpose of anticipating taxes, income, revenue, cash receipts and other moneys to be received by the District during or attributable to its fiscal year 1999-2000, an aggregate principal amount not to exceed the Maximum Principal Amount (as defined in the Resolution) by the issuance by the District of a temporary note designated as the District's 1999 Tax and Revenue Anticipation Note (the "Note");

WHEREAS, the District has determined that it is in the best interests of the District to participate in the Community College League of California Cash Flow Financing Program (the "Program"), whereby participating community college districts (the "Participating Districts") will simultaneously issue tax and revenue anticipation notes for purchase by the Authority;

WHEREAS, as part of the Program, the Authority "will issue its 1999 Tax and Revenue Anticipation Bonds (the "Bonds") pursuant to an Indenture (the "Indenture") between the Authority and U.S. Trust Company of California, N.A. (the "Trustee"), Which Bonds will be secured by the 1999 tax and revenue anticipation notes of the Participating, Districts;

WHEREAS, in order to participate in the Program, the District has agreed to be responsible for its share of the fees and expenses of the Trustee and the costs of issuing the Bonds, which anticipated fees, expenses and costs of issuance will be deducted from the purchase price set forth in the Pricing Supplement and which unanticipated fees, expenses and costs of issuance will be billed to the District as the same may arise; and

WHEREAS, the costs of issuance which will be deducted from the purchase price set forth in the Pricing Supplement shall not exceed one and one-half percent (1.5%) of the principal amount
of the Note;

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

Section 1. Purchase and Sale of the Note. Upon the terms and conditions and in reliance upon the representations, warranties and agreements set forth herein, the Authority hereby agrees to purchase from the District, and the District hereby agrees to sell to the Authority, the Note, as described herein and in the Resolution.

Section 2. Purchase Price. The purchase price of the Note shall be the purchase price set forth in the Pricing Supplement. The Note shall bear interest at the interest rate per annum set forth in the Pricing Supplement, which is hereby agreed to by and between the Authority and the District by its duly authorized representative executing this Purchase Agreement on behalf of the District.

Section 3. Adjustments to Principal Amount of Note and Purchase Price. The Authority and the District hereby agree that the principal amount of the Note shall be reduced, as determined by the Authority and the District, based upon the advice of Stradling Yocca Carlson & Rauth, a Professional Corporation ("Bond Counsel"), in order that the proceeds produced from the sale of the Note will be an amount which will not be subject to either (i) yield restriction (in order for interest to be excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code")) or (ii) a rebate requirement (under Section 148 of the Code). The Authority and the District further agree that the purchase price of the Note shall be reduced as a result of the reduction of the principal amount of the Note as may be agreed upon by the Authority and the District.

Section 4. Delivery of and Payment for the Note. The delivery of the Note (the "Closing") shall take place at 8:00 a.m., California time, on the closing, date set forth in the Pricing Supplement or at such other time or date as may be mutually agreeable to the Participating Districts, the Authority and the Original Purchaser, at the San Francisco office of Stradling Yocca Carlson & Rauth, a Professional Corporation or such other place as the Participating Districts, the Authority and the Original Purchaser shall mutually agree. At the Closing, the District shall cause the Note to be delivered to the Authority, duly executed and authenticated, together with the other documents hereinafter mentioned, and the proceeds of the purchase price of the Note set forth in the Pricing, Supplement shall be deposited in an amount indicated in the Pricing, Supplement as the Deposit to Proceeds Fund which shall be held by the Trustee for the District in the amount attributable to the District under the Indenture and the remainder in the Costs of Issuance Fund held thereunder. The Note shall be made available to the Authority or the Original Purchaser for inspection at least 24 hours prior to the Closing.

If at any time prior to 90 days after the Closing Date, any event occurs as a result of which information relating to the District included in the official statement of the Authority related to the Bonds (the "Official Statement") contains an untrue statement of a material fact or omits to state any material fact necessary to make the statements therein in light of the circumstances under which they were made not misleading, the District shall promptly notify the Authority and the Original Purchaser thereof, and if, in the opinion of the Authority or the Original Purchaser, such event requires the preparation and publication of a supplement or amendment to the Official Statement the District shall cooperate with the Authority and the Original Purchaser in the preparation of an amendment or supplement to the Official Statement in a form and in a manner approved by the Authority and the Original Purchaser, and all reasonable expenses incurred thereby shall be paid by the Original Purchaser.
Section 5.  The Note.  The Note shall be issued in registered form, without coupons, in the principal amount set forth in the Pricing Supplement.

Section 6.  Representations and Warranties of the District.  The District represents and warrants to the Authority and the Original Purchaser that:

(a) All representations and warranties set forth in the Resolution are true and correct on the date hereof and are made for the benefit of the Authority and the Original Purchaser as if set forth herein.

(b) A copy of the Resolution has been delivered to the Authority, and the Resolution will not be amended or repealed without the consent of the Authority, which consent will not be unreasonably withheld.

Section 7.  Conditions Precedent to the Closing.  Conditions precedent to the Closing are as follows:

(a) The execution and delivery of the Note consistent with the Resolution.

(b) Delivery of each certificate, document, instrument and opinion required by the Official Notice of Sale related to the Bonds.

(c) Delivery of such other certificates, instruments or opinions as Bond Counsel may deem necessary or desirable to evidence the due authorization, execution and delivery of documents pertaining, to this transaction, the legal, valid and binding nature thereof, and compliance of all parties with the terms and conditions thereof.

(d) Delivery of a legal opinion addressed to the District (with a reliance letter to the Authority and the Credit Provider), dated the date of Closing, of counsel to the District with respect to the validity of the Note, in form and substance acceptable to the Authority.

Section 8.  Events Permitting the Authority to Terminate.  The Authority may terminate its obligation to purchase the Note at any time before the Closing, if any, of the following occurs:

(a) Any legislative, executive or regulatory action (including the introduction of legislation) or any court decision which, in the judgment of the Authority, casts sufficient doubt on the legality of the Note or the tax-exempt status of interest on obligations such as the Bonds, so as to impair materially the marketability or to reduce materially the market price of such obligations;

(b) Any action by the Securities and Exchange Commission or a court which would require registration of the Note, the Bonds or any instrument securing the Note or Bonds under the Securities Act of 1933, as amended, in connection with the public offering thereof, or qualification of the Resolution or the Indenture under the Trust Indenture Act of 1939, as amended;

(c) Any restriction on trading in securities, or any banking moratorium, or the inception or escalation of any war or major military hostilities which, in the judgment of the Authority, substantially impairs the ability of the Original Purchaser to market the Bonds; or
(d) The Original Purchaser terminates its obligation to purchase the Bonds pursuant to the terms of the Contract of Purchase related to the Bonds.

Neither the Original Purchaser nor the Authority shall be responsible for the payment of any fees, costs or expenses of the issuance, offering and sale of the District's Note except the Original Purchaser shall be responsible for California Debt and Investment Advisory Commission fees and for its own internal costs. The fees, costs and expenses that are categorized in the "Costs of Issuance" definition in the Indenture shall be paid from the Costs of Issuance Fund. The District shall pay any additional costs attributable to it as set forth in the Indenture other than the fees, costs and expenses so payable from the Costs of Issuance Fund.

Section 9. Limited Liability. Notwithstanding anything to the contrary contained herein or in the Note or in any other document mentioned herein or related to the Note or to the Bonds, the District shall not have any liability hereunder or by reason hereof or in connection herewith or with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 8 of the Resolution.

Section 10. No Assignment. The Purchase Agreement has been made by the District and the Authority, and no person other than the District and the Authority or their successors or assigns shall acquire or have any right under or by virtue of the Purchase Agreement. All of the representations, warranties and agreements contained in the Purchase Agreement shall survive the delivery of and payment by the Authority for the Note and any termination of the Purchase Agreement.

Section 11. Applicable Law. The Purchase Agreement shall be interpreted, governed and enforced in accordance with the laws of the State of California.

Section 12. Effectiveness. The Purchase Agreement shall become effective upon the execution hereof by the Authority and execution of the Pricing Supplement by the District, and the Purchase Agreement, including the Pricing Supplement, shall be valid, binding and enforceable from and after the time of such effectiveness.

Section 13. Severability. In the event any provision of the Purchase Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding, shall not invalidate or render unenforceable any other provision hereof.

Section 14. Headings. Any headings preceding, the text of several sections hereof shall be solely for convenience of reference and shall not constitute a part of this Agreement, nor shall they affect its meaning, construction or effect.

Section 15. Execution in Counterparts. This Purchase Agreement may be executed and entered into in several counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Purchase Agreement to be executed by their duly authorized representatives as of the Purchase Date. The District shall execute this Purchase Agreement by executing and delivering the Pricing Supplement.
CALIFORNIA COMMUNITY COLLEGE
FINANCING AUTHORITY

By: _______________________________________

__________________________________________
Executive Director
Exhibit A

Pricing Confirmation Supplement

District: ___________________________

Pricing Information

Principal Amount of Note: $__________
Interest Rate on Note: ____%
Re-Offering Yield: _____%
Net Interest Cost: _____%
Default Rate: _____%
Purchase Price: $ ______
Less: Costs of Issuance: _____% _______
Deposit to Proceeds Account: $________

Important Dates

Purchase Date: _/__/99
Closing, Date: _/__/99
Maturity Date: _/__/99
Interest Payment Date(s): _/__/2000
  _/__/2000
  _/__/2000
Principal Repayment Date: _/__/2000

First Pledge Month: _________
Pledge Amount: $________
Pledge Percentage: _________ %

Second Pledge Month: _________
Pledge Amount: $________
Pledge Percentage: _________ %
The undersigned (the "Authorized Representative") certifies that he or she has reviewed the Note Purchase Agreement (the "Purchase Agreement") to which this Pricing Confirmation Supplement (the "Pricing Supplement") is attached as Exhibit A. By execution of this Pricing Supplement, the District acknowledges, agrees and directs, as the case may be, as follows:

1. Capitalized terms not otherwise defined herein shall have the meanings ascribed thereto in the Purchase Agreement or, if not defined in the Purchase Agreement, in the Indenture.

2. The undersigned has been duly authorized by the Board to execute this Pricing Supplement and to take the other actions contemplated herein.

3. The representations, warranties and covenants set forth in Section I0 of the Resolution are true and correct on and as of the date hereof.

4. The information related to the District contained in the Preliminary Official Statement related to the Bonds, including the Appendices thereto, does not contain any untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading.

5. The District agrees to provide the required Payment Account Deposit Certification (upon a request therefor) in accordance with the Indenture.

6. The District hereby directs the Trustee to transfer, at least five (5) Business Days (as defined in the Indenture) prior to an interest payment date, if appropriate, and the Note Maturity Date (as defined in the Indenture), the moneys in the Payment Account (if held by the Trustee) to the Bond Payment Fund (as defined in the Indenture).
IN WITNESS WHEREOF, the District has caused this Pricing Confirmation Supplement to be executed by its duly authorized representative as of the Purchase Date. By its execution and delivery of this Pricing Confirmation Supplement, the District agrees to and accepts the terms of the Purchase Agreement, including this Pricing Confirmation Supplement.

By: ____________________________
Authorized Representative
DATE: March 25, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund
Telecourse License Agreement
(Resolution No. 990325-B8)

BACKGROUND INFORMATION:

City College of San Francisco offers Telecourses over T.C.I Cablevision in San Francisco. This Telecourse is a college credit courses, and is distributed on Cable Channel 52. The Telecourse has a license fee, to be paid by City College of San Francisco to the vendor.

RECOMMENDATION:

RESOLVED: That the SFCCD contract with the NTC/Contemporary for a Telecourse license agreement for the cable rights to one Telecourse to be offered during the, Fall 1999 semester at a cost of $948.75, paid to the vendor by City College of San Francisco.

<table>
<thead>
<tr>
<th>LICENSE FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Italian Issimo #1</td>
</tr>
<tr>
<td>Italian 10A:</td>
</tr>
<tr>
<td>Beginning Conversational Italian</td>
</tr>
<tr>
<td>Duplication fee</td>
</tr>
<tr>
<td>Master tapes</td>
</tr>
<tr>
<td>Student fee</td>
</tr>
<tr>
<td>_______________</td>
</tr>
<tr>
<td>$ 948.75</td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That the Chancellor and 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.

Suzanne Korey, Originator

03/25/99 - B8 page 1
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund

Telecourse License Agreement
(Resolution No. 990325-B9)

BACKGROUND INFORMATION:
City College of San Francisco offers Telecourses over T.C.I 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.

RECOMMENDATION:
RESOLVED: That the SFCCD contract with the Adult Learning Service of Public Broadcasting Service Coastline Community College for a Telecourse license agreement for the cable rights to 12 Telecourses to be offered during the Fall 1999 & Spring 2000 semesters, at a cost of $10,800 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

LICENSE FEE

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Cinema</td>
<td>$900</td>
</tr>
<tr>
<td>World of Chemistry</td>
<td>900</td>
</tr>
<tr>
<td>French in Action (French 1A)</td>
<td>900</td>
</tr>
<tr>
<td>Exploring the World of Music</td>
<td>900</td>
</tr>
<tr>
<td>Living with Health</td>
<td>900</td>
</tr>
<tr>
<td>The Photographic Vision</td>
<td>900</td>
</tr>
<tr>
<td>Americas</td>
<td>900</td>
</tr>
<tr>
<td>Commercial law</td>
<td>900</td>
</tr>
<tr>
<td>Intro. to Business Communication</td>
<td>900</td>
</tr>
<tr>
<td>Something Ventured</td>
<td>900</td>
</tr>
<tr>
<td>People’s Century</td>
<td>900</td>
</tr>
<tr>
<td>Joseph Campbell</td>
<td>900</td>
</tr>
</tbody>
</table>

$10,800 $9900

03/25/99 - B9 page 1
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.

Suzanne Korey, Originator

03/25/99 - B9 page 2
DATE: March 25, 1999

TO: Board of Trustees

FROM: Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
   Telecourse License Agreement
   (Resolution No. 990325 - B10)

BACKGROUND INFORMATION:

City College of San Francisco offers Telecourses over T.C.I 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.

RECOMMENDATION:

RESOLVED: That the SFCCD contract with the Adult Learning Service of Public Broadcasting Service for a Telecourse license agreement for the cable rights to 2 Telecourses to be offered during the Fall 1999 semester, at a cost of $1,000 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

LICENCE FEE

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art of the Western World</td>
<td>$500</td>
</tr>
<tr>
<td>Discovering Psychology</td>
<td>500</td>
</tr>
</tbody>
</table>

$1,000

FURTHER BE IT RESOLVED: That the Chancellor and 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.

Suzanne Korey, Originator

03/25/99 - B10 page 1
AMENDED 03/19/99

DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Telecourse License Agreements
(Resolution No. 990325-B11)

BACKGROUND INFORMATION:

City College of San Francisco offers Telecourses over T.C.I 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. The license fee is as follows:

RECOMMENDATION:

RESOLVED: That the SFCCD contract with Coastline Community College GME Piano Video license agreement for the cable rights to two Telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $1,950 $750 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

LICENSE FEE

| Universe: The Inifinite Frontier | $1,200 |
| Music: Beginning Piano           | $1,950 |
|                                   | $750   |

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.

Suzanne Korey, Originator

03/25/99 - B11 page 1

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990325-B12)

BACKGROUND INFORMATION:

Project: Conlan Hall Re-roofing

The District wishes to contract with ________________, for the project: Conlan Hall Re-roofing. This project consists of removal and replacement of the existing roofing materials.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds).

RECOMMENDATION:

RESOLVED: That authorization be given to contract with ________ at a cost of $______, to be completed on or before September 30, 1999, 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.

Peter A. Goldstein, Originator

03/25/99 – B12 page 1
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990325-B13)

BACKGROUND INFORMATION:

Project: Science Hall/Cloud Hall Telecommunication Conduit Installation

The District wishes to contract with All Star Telecom, a minority business enterprise, for the project: Science Hall/Cloud Hall Telecommunication Conduit Installation. This project consists of installing new telecommunication conduits with conductors connecting Science Hall and Cloud Hall buildings for Voice and Data.

All Star was selected as the best bidder for the Phelan campus conduit repair project (that project is still on hold). They are widely used by Community Colleges across Northern California as a firm that can provide reliable and professional services. All Star can respond to the urgent nature of this request with a quality implementation.

The project is 100% funded by the telecommunication portion of the General Obligation Bond.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with All Star Telecom at a cost of $12,040, to be completed on or before December 31, 1999, 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.

Peter A. Goldstein, Originator

03/25/99 – B13 page 1
**DATE:** March 25, 1999

**TO:** Board of Trustees

**FROM:** Dr. Philip R. Day, Jr., Chancellor

**SUBJECT:** CAPITAL OUTLAY
Authorization for Contract Modification for Special Services Contract
(Resolution No. 990325-B14)

**BACKGROUND INFORMATION:**

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 980430-B28 Cloud Hall Remodel for Allied Health</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000</td>
<td>$121,024.12</td>
<td>CM #3 - $18,980.90 (Amended Amount)</td>
<td>$4,846,005.02</td>
<td>Amendment to CM #3 (990128B-2A). Increase from $11,589.10 to $30,570.00. Change Order 04 for additional work for unforeseen existing conditions.</td>
</tr>
<tr>
<td>B 980430-B28 Cloud Hall Remodel for Allied Health</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000</td>
<td>$140,005.02 (includes CM #3 above)</td>
<td>CM #4 - $7,046 (Amended Amount)</td>
<td>$4,853,051.02</td>
<td>Amendment to CM #4 (990225B-6A). Increase from $62,076 to $69,122. Change Order 05 for field changes due to the unforeseen existing conditions.</td>
</tr>
</tbody>
</table>

**BOARD OF TRUSTEES**

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.

DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>C 980430-B28 Cloud Hall Remodel for Allied Health</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000</td>
<td>$147,051.02</td>
<td>CM #5 - $36,430</td>
<td>$4,889,481.02</td>
<td>O #6 for epoxy injection to seal weather cracks in exterior concrete wall.</td>
</tr>
<tr>
<td>D 981119-B14 John Adams Childcare Development Teaching Facility</td>
<td>Thorenfeldt Construction, Inc. (General Contractor)</td>
<td>$180,600</td>
<td>-0-</td>
<td>CM #12 - $13,583.18</td>
<td>$202,016.46</td>
<td>CO #2 for field changes due to the unforeseen existing conditions.</td>
</tr>
<tr>
<td>E 990128-B3 Mechanical Room Lagging Removal &amp; Replacement</td>
<td>Chow Engineering, Inc.</td>
<td>$11,570</td>
<td>$21,745</td>
<td>CM #2 - $585</td>
<td>$22,330</td>
<td>Creative Arts Building ceiling tile and mastic sampling for asbestos.</td>
</tr>
<tr>
<td>F 981217-B5 John Adams Childcare Development Teaching Facility</td>
<td>Willdan Associates (Inspector of Record)</td>
<td>$5,000</td>
<td>-0-</td>
<td>CM #1 - $10,000</td>
<td>$15,000</td>
<td>Additional inspection services required by expansion of scope of the project.</td>
</tr>
<tr>
<td>G 980528-B32 John Adams Child Care Development Teaching Facility</td>
<td>TH Associates (Project Architect)</td>
<td>$27,000</td>
<td>-0-</td>
<td>CM #1 - $12,000</td>
<td>$39,000</td>
<td>Additional design and construction administration services due to the unforeseen existing conditions.</td>
</tr>
<tr>
<td>H 981119-B5 Science Hall Distilled Water System Replacement</td>
<td>Chow Engineering, Inc. (Project Engineer)</td>
<td>$23,000</td>
<td>-0-</td>
<td>CM #2 - $275</td>
<td>$23,275</td>
<td>Science hall Distiller room wall paint sampling and analysis for lead.</td>
</tr>
</tbody>
</table>
RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to exchange all documents on behalf of the director to effectuate this resolution.

Peter A. Goldstein, Originator
Chief Operating Officer
DATE: March 25, 1999  

TO: Board of Trustees  

FROM: Dr. Philip R. Day, Jr., Chancellor  

Subject: CAPITAL OUTLAY  
Authorization to Award Special Services  
(Resolution No. 990325-B15)  

BACKGROUND INFORMATION:  

Project: John Adams Child Care Development Teaching Facility  
Phase II  

The District wishes to contract with T/H. Associates, a W/LBE firm, for the project: John Adams Child Care Development Teaching Facility Phase II. Phase II work consists of completing the renovation of the facility for toddlers and preschoolers with an observation room; installation of partition walls, build-in casework, platforms, acoustical panels, kitchen, office, storage room; lighting upgrade; new fire alarm system per DSA requirement; and fencing and planting at outdoor playground.  

The project is 100% funded by the Partnership for Excellence Grant.  

RECOMMENDATION:  

RESOLVED: That authorization be given to contract with T.H. Associates at a cost of $__________, to be completed on or before December 31, 1999, 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.  

Peter A. Goldstein, Originator  

03/25/99 - B15 page 1
Amended 03/22/99

DATE: March 25, 1999 B16

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract.
(Resolution No. 990325-B16)

BACKGROUND INFORMATION:

Project: John Adams Auditorium Lead Abatement

The District wishes to contract with Precision Works, Inc., for the project: John Adams Auditorium Lead Abatement. This project consists of the removal and disposal of lead paint at the auditorium stage, backstage office, and storage rooms, prior to the renovation of the affected area.

This project is 100% funded by the 1997-1998 State Hazardous materials abatement program.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Precision Works, Inc., at a cost of $34,200, to be completed on or before September 30, 1999, 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.

Peter A. Goldstein, Originator

03/25/99 – B16 page 1
TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990325-B17)

BACKGROUND INFORMATION:

Project: Mechanical Rooms Lagging Removal & Replacement

The District wishes to contract with CST Environmental, Inc., a minority business enterprise, for the project: Mechanical Rooms Lagging Removal & Replacement. This project consists of the removal and disposal of identified asbestos contained pipe lagging at eleven building mechanical rooms at several campuses and installation of pipe lagging replacement per specifications. This work is a health/safety issue.

This project is 100% funded by the 1996-1997 State Hazardous Materials Abatement program.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with CST Environmental, at a cost of $168,865 to be completed on or before September 30, 1999, 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.

Peter A. Goldstein, Originator

03/25/99 – B17 page 1
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Authorization to accept one-time-only grant for purchase of instructional materials and supplies (Resolution No. 990325-B18)

BACKGROUND INFORMATION:

The Child Development Division of California Department of Education has informed the Child Development and Family Studies Department that it is eligible to receive $9,236 on behalf of Grace Child Development Center for purchase of instructional materials and supplies. This is a one-time-only grant available through the 1998 Budget Act from Child Care Development General fund encumbered but unexpended monies (carryover). No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the District is authorized to accept funds in the amount of $9,236 for instructional materials and supplies for Grace Child Development Center, 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.

Sandra Handler, Originator

03/25/99 – B18 page 1
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS-State Chancellor’s Office
Authorization to submit an application and appropriate funds received.
(Resolution No. 990325-B19)

BACKGROUND INFORMATION:

This project will allow faculty to participate in a seminar series centered on Asian perspectives. Faculty will revise their own curriculum to add an Asian perspective, for example develop a course module, provide examples from an Asian culture. Faculty will then mentor at least one other faculty member in their department so that they can adapt their curriculum for their own course.

Grant funds are sought for faculty and travel. Additional in-kind match of $8,661 is required. Additional meeting room, office space will be provided in A208. City College of San Francisco is the fiscal agent.

CCSF has the following partners in the project: East West Center and University of Hawaii.

The following budget is proposed:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employees’ Salaries and Benefits</td>
<td>$17,512</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>500</td>
</tr>
<tr>
<td>Seminar Speakers</td>
<td>7,700</td>
</tr>
<tr>
<td>Indirect</td>
<td>1,029</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$26,741</td>
</tr>
</tbody>
</table>

In-kind budget:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employees’ Salaries and Benefits</td>
<td>$5,461</td>
</tr>
<tr>
<td>Operating expenses</td>
<td>500</td>
</tr>
<tr>
<td>Travel</td>
<td>1,500</td>
</tr>
<tr>
<td>Meeting Rooms</td>
<td>1,200</td>
</tr>
<tr>
<td>Total in-kind not to exceed</td>
<td>$8,661</td>
</tr>
</tbody>
</table>
RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate funds receivable upon approval from the State Chancellor’s Office to create the Asian Infusion project to allow faculty to participate in a seminar series centered on Asian culture for the time period of July 1, 1999 through June 30, 2000, in the amount not to exceed $26,741, 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.

Robert Gabriner, Originator
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to receive subcontract funding from San Francisco State University for activities related to a grant from San Francisco Department of Public Health for Community Health Training (Resolution No. 990325-B20)

BACKGROUND INFORMATION:

This resolution requests an authorization to be a subcontractor to San Francisco State University (SFSU) for activities related to a grant from San Francisco Department of Public Health for Community Health Training has awarded a grant to SFSU to develop units and pilot train a pool of community health professionals already committed to underserved communities. Programming through this contract is dedicated to counselors employed through Community Substance Abuse Services funded programs. The training program leading to a Certified Addiction Treatment Specialist certificate, (CATS). This certificate will be the foundation for a 30-unit California Association of Alcohol and Drug Education approved Certified Addiction Treatment Specialist certification. Staff and faculty members from the CCSF and SFSU partnership will work on the program. SFSU is our partner in the project.

San Francisco State University is the fiscal agent.

The proposal has the following budget:

Employees Salaries and Benefits $2,690
Other Outgo $3,876
Indirect $263
Total not to exceed $6,829

03/25/99 - B20 page 1
RECOMMENDATION:

RESOLVED: That authorization be given to be a subcontractor to San Francisco State University for activities related to a grant from San Francisco Department of Public Health for Community Health Training for the time period of May 1, 1998 through June 30, 1999, in the amount not to exceed $6,829, 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.

Robert Gabriner, Originator

03/25/99 - B20 page 2
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to contract for special Services.
(Resolution No. 990325-B21)

BACKGROUND INFORMATION:

The contract will provide research on successful adult high school programs and alternative delivery systems, analyzing their strengths and weaknesses and their potential for transfer to the CCSF Transitional Studies Department High School program. There are no current faculty who have time and background skills to perform the research needed for this project. The project will meet the following objectives: Study similar projects at other Community Colleges and identify those that are applicable to the CCSF program. Identify and evaluate alternative methods of awarding high school credit. Develop a summary of the resources currently available in the Transitional Studies Department High School program. Present findings to the Transitional Studies Department. Assist in the development of a plan for a follow up project. The project will cost $5,000.

Funding will come from Partnership for Excellence.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Peggy Doherty to provide research for the CCSF Transitional Studies Department High School program for the time period of March 1, 1999 through May 31, 1999, in the amount 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 any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

03/25/99 - B21 page 1
DATE:    March 25,1999    B22
TO:      Board of Trustees
FROM:    Dr. Philip R. Day, Jr., Chancellor

SUBJECT - GRANTS
Authorization to Contract for Special Services
(Resolution No. 990325- B22)

BACKGROUND INFORMATION:

Resolution No.981119-B19 authorized the submission of a grant application and appropriation of funds from the City and County of San Francisco for fiscal year 1998-99 in the amount not to exceed $33,918. The two projects are (1) composting of food (cafeteria) wastes and plant clippings on the Phelan Campus and (2) solid waste audits at six CCSF campuses, Fort Mason and ten large hotels in San Francisco.

This resolution seeks authorization, as a part of the Business Waste Assessment Program, to contract services for Ann Schneider, of the University of California Extension at Santa Cruz Business Environmental Assistance Center, in the amount not to exceed $8,185, charged at 320 hours @ $25.95 per hour from February 1, 1999 through June 30, 1999.

Ms. Ann Schneider will provide services to the Chancellor and/or his designated representatives, with regard to the Business Waste Assessment Program as follows: conduct assessments at 10 hotels; write report for each business that gives recommendations and explains how the recommendations can be implemented and provide copies to business and grantors; assist targeted businesses to implement recommendations and conduct follow-up calls, including, but not limited to providing referral information and assessing interest and ability of business to implement recommendations; work with solid Waste Management program to develop reporting requirements, including, but are not limited to, description of business’ existing program, brief summary of recommendation, follow-up activities and results, and number of tons actually diverted.
RECOMMENDATION:

RESOLVED: That authorization be and is hereby given for approval to contract with Ann Schneider for special services to be provided to the District for a total contract cost not to exceed $8,185 for the period February 1, 1999 through June 30, 1999, 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.

Robert Manlove, Originator

03/25/99 - B22 page 2
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval to submit an application and appropriate funds received.
(Resolution No.990325-B23)

BACKGROUND INFORMATION:

The fund for Student Success Middle College High School Projects will provide funds to
develop, plan, and initiate components establishing a Middle College High School program at City College of San Francisco. The grant is in partnership with the San Francisco Unified School District (K-12), and will include collaborative involvement of both staffs in staff development, course design and delivery, mentoring, and career guidance.

Expenditures

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional Salaries</td>
<td>$33,500</td>
</tr>
<tr>
<td>Counselors’ Salaries</td>
<td>4,000</td>
</tr>
<tr>
<td>Project Coordinators’ Salaries</td>
<td>40,000</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>20,000</td>
</tr>
<tr>
<td>Other Operating Expenses and Services</td>
<td>7,500</td>
</tr>
<tr>
<td>Equipment</td>
<td>39,200</td>
</tr>
<tr>
<td>Total Direct Costs</td>
<td>$144,200</td>
</tr>
<tr>
<td>Total Indirect Costs (4%)</td>
<td>5,768</td>
</tr>
<tr>
<td>Total Program Costs</td>
<td>$149,968</td>
</tr>
</tbody>
</table>

03/25/99 – B23 page 1
RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the California Community Colleges Chancellor’s Office Fund for Student Success Middle College High School Projects to develop, plan, initiate components establishing a Middle College High School program for the 1999-2000 academic year, 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.

Rodney Santos, Originator

03/25/99 – B23 page 2
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Chancellor

Subject: GRANTS- Colonna-Chang Family Donation
“Mobilizing Democracy: The Voter Registration Project” - Voter Education Program
(Resolution No. 990325-B24)

BACKGROUND INFORMATION:

The Colonna-Chang Family Foundation is providing the District a $5,000 grant for “Mobilizing Democracy: The Voter Registration Project”, to work on voter education activities at CCSF. This includes educating other institutions of higher education about the new voter registration requirements.

Salaries $4,500
Supplies and Materials 500
Amount not to exceed $5,000

RECOMMENDATION:

RESOLVED: That the Board of Trustees of City College of San Francisco authorizes the receipt of $5,000 from the Colonna-Chang Family Foundation for voter education activities.

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.

Sandra Handler, Originator

03/25/99 – B24 page 1
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to modify existing Grants
(Resolution No. 990325 – B25)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
</table>
| A981029-B21                 | Office of Adolescent Pregnancy Prevention/ Antoinette Ortiz | Sept. 16, 1998-April 1, 1999 | $19,500 | 1) to extend contract date to July 31, 1999
2) Increase contract amount by $11,235 ($2,808.75 per month beginning April 2, 1999) | $30,735 | Extending contract for contractor to continue to provide additional pregnancy prevention services to SFUSD middle and high school students through July 31, 1999. Originator: Bernice Brown |
<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>B 981029-B7</td>
<td>California Community Colleges/Economic Development/Job Development Incentive Training Fund/Joan Ortega</td>
<td>Oct. 1, 1998-June. 30, 1999</td>
<td>$15,000</td>
<td>+$5,000</td>
<td>$20,000</td>
<td>For Additional Services. Originator: Phyllis G. McGuire</td>
</tr>
<tr>
<td>C 980528-B12 980729-B17 980827-B10 990128-B11</td>
<td>Valarie Jordan (Contractor)</td>
<td>Aug.1, 1998-Feb. 28,1999</td>
<td>$6,760 +$6,500 +$27,755</td>
<td>Extend term and increase amount by $2,405</td>
<td>$43,420</td>
<td>Increase services by 37 hours at $65/hour and extend term of services to May 31, 1999. Originator: Judy Teng</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

RESOLVED: That the Board authorizes the specific amendment to the Resolution as indicated in the table, 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.
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS – State Chancellor’s Office
Approval to submit an application and appropriate funds received.
(Resolution No. 990325-B26)

BACKGROUND INFORMATION:

This study investigates the impact on retention and success of students that may result from taking multiple concurrent classes within a discipline. It is hypothesized that taking the classes concurrently will be more effective than taking them sequentially.

The CCSF Counseling Department, Office of Research and Matriculation Office will be involved with the study. The Math Department has been consulted as well.

The proposal has the following budget:

- Employees’ Salaries and Benefits $4,422
- Consultant 9,796
- Indirect 569
- Total not to exceed $14,787

RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the State Chancellor’s Office to conduct “The effect of intensity of study on student success” study to investigate the correlation between taking multiple concurrent classes and student success for the time period of March 31, 1999 through July 1, 2000, in the amount not to exceed $14,787, 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.

Robert Gabriner, Originator
Date: March 25, 1999 C1

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., less than $3,000

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $319,491.49 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>$31,250.30</td>
</tr>
<tr>
<td>Purchase Orders</td>
<td>235,042.62</td>
</tr>
<tr>
<td>Travel/Mileage</td>
<td>53,198.57</td>
</tr>
<tr>
<td>GRAND TOTAL:</td>
<td>319,491.49</td>
</tr>
</tbody>
</table>

James Kendrix, Originator

03/25/99 - C1 page 1
Date: March 25, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., more than $3,000

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A’.

GRAND TOTAL: $936,311.84

James Kendrix, Originator

03/25/99 - C2 page 1
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: DONATIONS  
Acceptance of Gifts  
Resolution No. 990325-C3

BACKGROUND INFORMATION:  
SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:  
WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Provost, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to accept the gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>DONOR</th>
<th>BENEFICIARY</th>
<th>MARKET VALUE DECLARED BY DONOR</th>
</tr>
</thead>
</table>
| 1) Cash     | Dr. Barbara Cannon  
2101 Shoreline Drive  
Alameda, CA 94501 | B.T. Anderson Transfer Scholarship for Ayanna Summers | $ 500.00 |
| 2) Cash     | Gila River Indian Community  
CCSF Student Sonya Zuniga  
P.O. Box 97  
Sacaton, AZ 85247 | | $ 5,568.00 |
| 3) Cash     | Rite of Passage Athletic Training Center & School  
Carl Ekern Scholarship Fund  
P.O. Box 1360  
Minden, NV 89423 | CCSF Student Hasani Gomerz | $ 300.00 |
| 4) Cash     | Klamath Tribe  
P.O. Box 436  
Chiloquin, OR 97624 | CCSF Student Anthony Kenyon | $ 1,050.00 |
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Registration with the Intent to Retire
Educational Academic Administrator
(Resolution No. 990325 – F1)

BACKGROUND INFORMATION:

Resolution No. 990325 - F1 covers the resignation with the intent to retire of an educational academic administrator.

RECOMMENDATION:

RESOLVED: That the resignation with the intent to retire of Mira D. Sinco from any and all employment with the San Francisco Community College District be accepted, effective close of business June 30, 1999.

Gary Tom, Originator
Addition 03/22/99

Date: March 25, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
   Authorization to amend employment
   Contract(s)
   (Resolution No. 990128 - L1)

BACKGROUND INFORMATION:

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.

RECOMMENDATION:

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>I.D. NO.</th>
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<td>55874</td>
<td>250.00</td>
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### b) CUSTODIAL ACCOUNTS

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<td>55558</td>
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<td>56921</td>
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<td>56527</td>
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<td>54570</td>
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<td>56971</td>
<td>100.00</td>
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<tr>
<td>55137</td>
<td>206.00</td>
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### c) TERMINATION/CANCELLATIONS

<table>
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<td>08032</td>
<td>192.00</td>
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<tr>
<td>55330</td>
<td>365.00</td>
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</tbody>
</table>

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.

James Kendrix, Originator
DATE: March 25, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL
Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1998-1999
(Resolution No.990325-S1)

BACKGROUND INFORMATION:

The administration has provided the non-exclusive representatives of the specified “Building Trades Supervisory” and “Building Trades” employees 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 Educational Employment Relations Act. The administration has subsequently recommended adjusting the wage rates for “Building Trades Supervisory” and “Building Trades” employees, as set forth in Attachment 1.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the modified wage rates for the “Building Trades Supervisory” and “Building Trades” classifications described in Attachment 1, to be effective on the date specified therein;

FURTHER BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designee(s) are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Originator: Lawrence C. Klein
MODIFIED WAGE RATES FOR DISTRICT DESIGNATED BUILDING TRADES SUPERVISORY AND BUILDING TRADES CLASSIFICATIONS FOR FISCAL YEAR 1998-1999

I. CLASSIFICATIONS

The modified wage rates as set forth herein shall be applicable to the positions and/or employees designated as “Building Trades Supervisory” or “Building Trades” in the following classifications:

A. BUILDING TRADES SUPERVISORY:
   3418 Gardener Assistant Supervisor (vacant)
   7226 Carpenter Supervisor I
   7238 Electrician Supervisor I
   7242 Painter Supervisor I

B. BUILDING TRADES:
   3417 Gardener
   3428 Nursery Specialist
   7342 Locksmith
   7344 Carpenter
   7345 Electrician
   7346 Painter
   7347 Plumber
   7348 Steamfitter

II. WAGE RATES

The present biweekly wage rates for the above “Building Trades Supervisory” and “Building Trades” classifications shall be amended as follows, retroactive to October 3, 1998.
<table>
<thead>
<tr>
<th>Class #</th>
<th>Class Title</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
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<tr>
<td>3417</td>
<td>Gardener</td>
<td>$1330.51</td>
<td>$1395.81</td>
<td>$1464.50</td>
<td>$1537.42</td>
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<td>3418</td>
<td>Gardener Asst. Supe.</td>
<td>$1537.42</td>
<td>$1612.05</td>
<td>$1691.76</td>
<td>$1774.86</td>
<td>$1863.06</td>
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<tr>
<td>3428</td>
<td>Nursery Specialist</td>
<td>$1537.42</td>
<td>$1612.05</td>
<td>$1691.76</td>
<td>$1774.86</td>
<td>$1863.06</td>
</tr>
<tr>
<td>7226</td>
<td>Carpenter Supe. I</td>
<td>$2186.99</td>
<td>$2296.38</td>
<td>$2410.86</td>
<td>$2532.13</td>
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<tr>
<td>7238</td>
<td>Electrician Supe. I</td>
<td>$2125.09</td>
<td>$2231.09</td>
<td>$2342.16</td>
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<tr>
<td>7242</td>
<td>Painter Supe. 1 (A)</td>
<td>$1826.59</td>
<td>$1917.33</td>
<td>$2014.85</td>
<td>$2114.91</td>
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<tr>
<td>7242</td>
<td>Painter Supe. I (B)</td>
<td>$1927.50</td>
<td>$2024.18</td>
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<td>7342</td>
<td>Locksmith</td>
<td>$1774.86</td>
<td>$1863.06</td>
<td>$1956.34</td>
<td>$2053.01</td>
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<td>Carpenter</td>
<td>$1774.86</td>
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<tr>
<td>7345</td>
<td>Electrician</td>
<td>$1880.02</td>
<td>$1974.14</td>
<td>$2072.51</td>
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<td>7346</td>
<td>Painter</td>
<td>$1612.05</td>
<td>$1691.76</td>
<td>$1774.86</td>
<td>$1863.06</td>
<td>$1956.34</td>
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<tr>
<td>7347</td>
<td>Plumber</td>
<td>$2043.68</td>
<td>$2145.44</td>
<td>$2252.29</td>
<td>$2365.07</td>
<td>$2482.94</td>
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<tr>
<td>7348</td>
<td>Steamfitter</td>
<td>$2043.68</td>
<td>$2145.44</td>
<td>$2252.29</td>
<td>$2365.07</td>
<td>$2482.94</td>
</tr>
</tbody>
</table>

III. INTENT

This resolution is not intended to modify any other form of compensation, benefits, or other term or condition of employment not specifically enumerated herein.
DATE:       March 25, 1999

TO:         Board of Trustees

FROM:       Dr. Philip R. Day, Jr., Chancellor

Subject:    Special
A resolution honoring the coaching staff of the
City College of San Francisco Football Rams
(Resolution No. 990325-S2)

BACKGROUND INFORMATION:

Whereas, the CCSF football Team has won the Conference championship in eight of the last
nine years;

Whereas, the CCSF football Team was the National Championship team in 1994;

Whereas, the CCSF football Team has established a record of 90 wins and 11 losses during
the decade of the 90’s.

Whereas, the CCSF football Team has produced 194 graduating sophomores during this
period of which 172 (Eighty nine Percent) have transferred to four year institutions;

RECOMMENDATION:

FURTHER BE IT RESOLVED: That each of the Assistant Coaches, Daniel Hayes, Michael Parodi,
Jack McGuire, Craig Moore, Raymond Greggains, Edward Diaz, Roman Grance, Anthony Feliciano,
Andre Allen, Eduardo Nuno, Robert Griffin, Larry Clark, Daniel Parrish, Fred Ford, Albert Toeania,
Phillip Ferrigno, Kevin Devine, Michael Parodi Jr., and Mozart Talakai be recognized for their
accomplishments, and

FURTHER BE IT RESOLVED: That the Board of Trustees and the entire City College of San
Francisco family salutes each of the Coaches and Staff for their personal accomplishments and for
the accomplishments of those students whose lives they have touched.

Robert Varni, Originator
Lawrence Wong, Originator
Natalie Berg, Originator
Subject: Special Authorization that students, Staff, Faculty, Administrators and Trustees of City College of San Francisco dedicate themselves to work together to have the best Community College in the nation. (Resolution No. 990325-S3)

BACKGROUND INFORMATION:
Whereas, the citizens of San Francisco have supported the City College of San Francisco with self imposed taxes in addition to the normal support they provide through property and sales taxes, and

Whereas, the Students, Staff, Faculty, Administrators and Board of Trustees of the City College of San Francisco are appreciative of this additional support.

RECOMMENDATION:
RESOLVED: That those Students, Staff, Faculty, Administrators, and Trustees hereby dedicate themselves to work together to have the City College of San Francisco recognized as the best Community College in the nation, and

FURTHER BE IT RESOLVED: That the various constituencies, Board of Trustees, Administration, Associated Students, Academic Senate, Classified Senate, American Federation of Teachers Local 2121 Executive Board, Service Employees International Union Local 790 Executive Board, Academic Departments (e.g. English Dept., Mathematics Dept., Etc. through their Department Chairs, Business Dept. (e.g. Accounting Dept., Custodial Dept., etc. through their supervisors), All Shared Governance Committees, within the City College family shall discuss this objective, and

THEREFORE BE IT RESOLVED: That those constituencies who concur with the objective shall communicate in writing to the Chancellor within 45 days of the passage of this resolution.

Robert Varni, Originator
Rodel Rodis, Originator
Anita Grier, Originator

03/25/99 - S3 page 1
Date: March 25, 1999

To: Board of Trustees

From: Dr. Philip R. Day., Chancellor

Subject: SPECIAL
Establishing Wage Rates and Benefit Levels for the Classification of Public Service Trainee (9910)
(Resolution No. 990325 - S4)

BACKGROUND INFORMATION:
WHEREAS: The Administration intends to appoint an incumbent to the Classification of Public Service Trainee (9910) (hereinafter "Classification"), effective on or about April 1, 1999;

WHEREAS: The Administration recommends that the Hourly Wage Rates for the fiscal year 1998-1999 for the Classification be established at $8.30 per hour;

RECOMMENDATION:
THEREFORE BE IT RESOLVED THAT: The Administration is authorized to establish the Hourly Wage Rates for the fiscal year 1998-99 for the Classification be established at $8.30 per hour;

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.

Gary Tom, Originator

03/25/99 - S4 page 1
Regular Meeting of the 
Board of Trustees of the 
San Francisco Community College District 
City College of San Francisco 
District Office 
Chinatown/ North Beach Campus 
940 Filbert Street, San Francisco 
Thursday, April 29, 1999 
Open Session – 6:00 p.m.

I. Roll Call
II. Pledge of Allegiance
III. Approval of Minutes
IV. Adoption of Resolutions Agenda
V. Approval of Consent Agenda Items as Listed:
VI. Special Presentations
   a) New Chinatown/NorthBeach Campus—Steve Kolms, KK Architects
VII. Monthly Financial Report
VIII. Action on Other Resolutions Agenda Items
IX. Report from Constituent Groups
   - Academic Senate
   - Associated Students
   - Classified Senate
X. Board of Trustees’ Report
XI. Chancellor and Staff Reports

---
"*c* - 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."
XII. Requests to Speak

XIII. Adjournment

FINANCE (Pages 1-31)

GENERAL FUND

B1 - Authorization be hereby given for a contract extension to Super Crown Catering that reflects the following: one truck generally placed near Batmale Hall on Cloud Circle through August 1, 1999 and a second truck generally placed near the Visual Arts Building through August 16, 2000.

B2 - Authorization for General Fund Modification(S) for Special Services Contract.

B3 - Authorization be hereby given that the SFCCD contract with Coastline Community College for the cable rights to two telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $1,950 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

B4 - Authorization be hereby given that the SFCCD contract with the Adult Learning Service of Public Broadcasting Service for the cable rights to eleven telecourses to be offered during the Fall 1999 & Spring 2000 semesters, at a cost of $9,900 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

B5 - That the SFCCD contract with GME Piano video for the cable right to one telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $750.00 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

B6 - Authorization be given to contract

* "c - 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.
with SCT for Payroll and Accounts Receivable consulting services from March 15 through June 30, 1999 at a cost not to exceed $35,500.

Capital Outlay

B7  - Authorization for Contract Modifications
     for Special Services Contracts. * C

B8  - Authorization be given to contract
     with Sonomarin, Inc. at a cost of $167,021, to be
     completed on or before September 30, 1999. * C

B9  - PULLED

B10 - Authorization be given to contract
      with Best Roofing & Water proofing at a cost of
      $81,500, to be completed on or before September 30, 1999. * C

B11 - Authorization be given to contract
      with Best Roofing & Waterproofing at a cost of
      $110,251, to be completed on or before September 30, 1999. * C

B12 - Authorization be given to contract
      with California Roofing Co.Inc., at a cost of
      $165,902, to be completed on or before September 30, 1999. * C

B13 - Authorization be given to
      contract with Willdan Associates, to provide the
      District with the Construction Inspection services,
      for District Scheduled Maintenance and Hazardous
      Substance Abatement projects on an as needed basis. * C

B14 - Authorization be given to contract
      with Pete O. Lapid and Associates, Inc., to provide
      the District with the Electrical Engineering
      services, for District Technology Infrastructure
      Master Plan at a cost of $100,000. * C

Grants

---------
"C - 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 be given to enter into a special service contract with National Technology Transfer Inc. for the Boilers Training before June 30, 1999, for up to 60 stationary engineers of the San Francisco International Airport, at a total cost not to exceed $20,065–$22,265. The cost is based on a training fee of $16,585–$18,785 plus $58 per student for texts and consumables for up to 60 participants.

B16 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the Morris Stulsaft Foundation to purchase 12 microscopes for the Mission Science Workshop in the amount not to exceed $10,000.

B17 - Authorized to contract with Dan Weiler Associates to serve as an evaluator for the CCSF Bio-Link for the period May 1, 1999 through August 31, 1999 in the amount not to exceed $16,667.

B18 - Authorization to contract with Rick Wong Design to create a corporate identity for the CCSF Bio-Link in the amount not to exceed $3,750.

B19 - Authorized to enter into an agreement with The Children’s Council of San Francisco to conduct credit Child Development classes during the June 1, 1999 through July 2000 for a sum not to exceed $113,000.

B20 - Authorization be given to extend a service agreement with Roberto Lopez to assist in implementing and to serve as translator for the Hiring Hall Project for the period from March 4, 1999 through August 31, 1999 for an amount not to exceed $10,000.

B21 - Authorization to modify existing Grants.

Equipment, Supplies & Services (Pages 32-38)

"C - 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."
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 39-57)

F1-2 - Amending effective date resignation with the Intent to Retire Educational Academic Administrator.

G1-8 - Academic Employees, Credit Program, District Funded

H1 - Academic Employees, Credit Program, Categorically Funded

N1 - Academic Employees Community Services Classes City College of San Francisco.

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.

S1 - Recommend (1) Modifying Board of Trustees Resolution No. 981029-S4 to delete the Classification of Employee Relations Assistant (1280) and the Classification of Employee Relations Representative (1281), and to include the Classification of Principal Employee Relations Representative (1282), and (2) authorizing the Administration to establish wage rates/premiums and benefit levels for the 1282 Classification.

S2 - That an annual Joint Planning Meeting (Educational Roundtable) be held between the San Francisco Unified School District (SFUSD) and City College for purposes of exploring ways to enhance the

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"C - 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."
quality of educational experiences for students K through 14.

S3 - Developing the System’s 2000-2001 Budget Package. *C

S4 - Supporting Passage of the Hate Crimes Prevention Act.

Policy (Pages 79-99)

P1 - Notice Of Intention To Amend The San Francisco Community College District Policy Manual Section 2.02-Administrative and Organizational Structure of the San Francisco Community College District.

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: May 27, 1999
Pierre Coste Room
50 Phelan Avenue
Date: April 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund Authorization to Extend Contract (Resolution No.990429-B1)

BACKGROUND INFORMATION:

Through Board Resolution No. 971030-B9, the Board of Trustees awarded 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.

Super Crown Catering was notified in writing that starting January 1, 1999 the District would ask that Super Crown cut back to the one truck placed near the Visual Arts Building. With that modification, the District extended the contract from January 1, 1999 through August 16, 1999.

At this time, District administration recommends the following for adoption:

RECOMMENDATION:

RESOLVED: That authorization be hereby given for a contract extension to Super Crown Catering that reflects the following: one truck generally placed near Batmale Hall on Cloud Circle through August 1, 1999 and a second truck generally placed near the Visual Arts Building through August 16, 2000, 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.

Stephen J. Herman, Originator

04/29/99 – B1 page 1

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.

DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: General Fund Authorization for General Fund Modification(S) for Special Services Contract (Resolution No. 990429-B2)

BACKGROUND INFORMATION:

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<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
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<tr>
<td>A 980729-B3</td>
<td>Omni Financial (Property Manager-proposed Mission Campus)</td>
<td>July 31, 1998 – June 30, 1999</td>
<td>6% of gross/mo approx. $1147/mo.</td>
<td>Extend through June 30, 2000</td>
<td>Extend end date one year Originator: Stephen Herman</td>
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<tr>
<td>B 990128-B2</td>
<td>Myrna Lim, Realty Group (Property Manager – proposed Chinatown campus)</td>
<td>July 31, 1998 – June 30, 1999</td>
<td>$3000/mo. minimum 6% of gross with minimum</td>
<td>Extend through June 30, 2000</td>
<td>Extend end date one year. Originator: Stephen Herman</td>
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<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL TOTAL AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS: ORIGINATOR</td>
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<tr>
<td>C 980827-B3</td>
<td>Shirley Low</td>
<td>Aug. 3, 1998-Jan. 31, 1999</td>
<td>$32,000</td>
<td>Extend contract from April 30, 1999 to June 30, 1999</td>
<td>$32,000</td>
<td>Extend contract to provide payroll related programming services. Originator: Mamie How</td>
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<td>D 980329-B1</td>
<td>TRATA Information Group</td>
<td>July 1, 1998-June 30, 1999</td>
<td>$400,000</td>
<td>+$34,000</td>
<td>$434,000</td>
<td>Special services to assist in implementation of Banner Software. Originator: Mamie How</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
DATE: April 29, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Telecourse License Agreements
(Resolution No. 990429- B3)

BACKGROUND INFORMATION:

City College of San Francisco offers telecourses over T.C.I 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. The license fee is as follows:

RECOMMENDATION:

RESOLVED: That the SFCCD contract with Coastline Community College for the cable rights to two telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $1,950 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

LICENSE FEE

<table>
<thead>
<tr>
<th>Course</th>
<th>License Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: The Infinite Frontier</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>The Photographic Vision</td>
<td>$750.00</td>
</tr>
</tbody>
</table>

$1,950.00

FURTHER BE IT RESOLVED: That the Chancellor and 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.

Suzanne Korey, Originator

04/29/99 - B3 page
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Telecourse License Agreements
(Resolution No. 990429-B4)

BACKGROUND INFORMATION:
City College of San Francisco offers telecourses over T.C.I 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.

RECOMMENDATION:
RESOLVED: That the SFCCD contract with the Adult Learning Service of Public Broadcasting Service for the cable rights to eleven telecourses to be offered during the Fall 1999 & Spring 2000 semesters, at a cost of $9,900 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

<table>
<thead>
<tr>
<th>License Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Cinema</td>
<td>$900</td>
</tr>
<tr>
<td>World of Chemistry</td>
<td>900</td>
</tr>
<tr>
<td>French in Action (French 1A)</td>
<td>900</td>
</tr>
<tr>
<td>Exploring the World of Music</td>
<td>900</td>
</tr>
<tr>
<td>Living with Health</td>
<td>900</td>
</tr>
<tr>
<td>Americas</td>
<td>900</td>
</tr>
<tr>
<td>Commercial law</td>
<td>900</td>
</tr>
<tr>
<td>Intro. to Business Communication</td>
<td>900</td>
</tr>
<tr>
<td>Something Ventured</td>
<td>900</td>
</tr>
<tr>
<td>People’s Century</td>
<td>900</td>
</tr>
<tr>
<td>Joseph Campbell</td>
<td>900</td>
</tr>
</tbody>
</table>

$9,900

FURTHER BE IT RESOLVED: That the Chancellor and 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.

Suzanne Korey, Originator

04/29/99 - B4 page 1

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND

Telecourse License Agreement
(Resolution No. 990429-B5)

BACKGROUND INFORMATION:

City College of San Francisco offers telecourses over T.C.I 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. The license fee is as follows:

RECOMMENDATION:

RESOLVED: That the SFCCD contract with GME Piano video for the cable right to one telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $750.00 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

LICENSE FEE

Music: Beginning Piano 750.00

$ 750.00

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.

Suzanne Korey, Originator

04/29/99 - B5 page 1
Date: April 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund
Authorization to contract with SCT to provide 120 hours of technical training for implementation of the BANNER Payroll Module.
(Resolution No. 990429-B6)

BACKGROUND INFORMATION:

The District is currently in the process of removing the final segment of payroll from the City and County of San Francisco’s Payroll Division (PPSD) to BANNER Payroll. The current plan is for the District to take over the final payroll segment during June of this year for the beginning of the 1999-2000 fiscal year.

During December of 1998 the District’s Payroll Supervisor resigned to accept a position with SCT. The loss of this individual’s expertise presented a setback for the payroll implementation project and it became necessary to pull in consulting resources from SCT. The District was successful in convincing SCT to provide 80 hours of consulting and waving the standard $200 per hour fee, however, we are required to pay the fee for an additional 120 hours needed during the period March 15, 1999 through June 30, 1999 and to reimburse all reasonable travel and living expenses.

Additionally, the District needs sixteen (16) consulting hours in the area of Accounts Receivable at $200 per hour plus reasonable travel costs.

Completion of the payroll implementation by July 1, 1999 will allow the District to save a significant amount in payroll expenditures from the City and County of San Francisco Payroll Division (PPSD) for fiscal year 2000-2001. Funding for this agreement will be provided from the salary savings of in the vacant payroll supervisor position.

04/29/99 - B6 page 1
Recommendation:

RESOLVED: That authorization be given to contract with SCT for Payroll and Accounts Receivable consulting services from March 15 through June 30, 1999 at a cost not to exceed $35,500, 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 College to effectuate this resolution.

James Kendrix, Originator

04/29/99 - B6 page 2
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for Contract Modifications for Special Services Contracts
(Resolution No. 990429-B7)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 980430-B28 Cloud Hall Remodel for Allied Health</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000</td>
<td>$183,481.02</td>
<td>CM #6 - $26,712</td>
<td>$4,916,193.02</td>
<td>CO #7 for field changes due to the unforeseen existing conditions.</td>
</tr>
<tr>
<td>B 990325-B20 Science Hall/Cloud Hall Telecommunication Conduit Installation</td>
<td>All Star Telecom (Voice/Date Installation Contractor)</td>
<td>$12,040</td>
<td>-0-</td>
<td>CM #1 - $2,860</td>
<td>$14,900</td>
<td>Add two pull boxes at specified locations.</td>
</tr>
<tr>
<td>C 981029-B1 Cloud Hall Underground Storage Tank Removal &amp; Replacement</td>
<td>Bay Pacific Pipelines (General Contractor)</td>
<td>$141,000</td>
<td>-0-</td>
<td>CM #1 - $17,602</td>
<td>$158,602.50</td>
<td>Remove contaminated soil, rental of temporary above ground tank, and additional work for tank closure per Department of Public Health requirement.</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION AMOUNT</td>
<td>REQUESTED CONTRACT MODIFICATION AMOUNT</td>
<td>NEW CONTRACT AMOUNT</td>
<td>COMMENTS</td>
</tr>
<tr>
<td>----------------------------</td>
<td>--------------------</td>
<td>--------------------------</td>
<td>---------------------------------------</td>
<td>----------------------------------------</td>
<td>---------------------</td>
<td>----------</td>
</tr>
<tr>
<td>D 981119-B5 Science Hall Distilled Water System Replacement</td>
<td>Chow Engineering, Inc. (Project Engineer)</td>
<td>$23,000</td>
<td>$275.00</td>
<td>CM #2 - $1,025</td>
<td>$24,300</td>
<td>$680 for second bid walk, $345 for wall paint sampling and testing.</td>
</tr>
<tr>
<td>E 990128- B3 Mechanical Room Lagging Removal &amp; Replacement</td>
<td>Chow Engineering, Inc. (Project Engineer)</td>
<td>$11,570</td>
<td>$10,175</td>
<td>CM #2 - $11,600</td>
<td>$33,345</td>
<td>Asbestos removal clearance sampling and testing for 10 sites, $1,160 for each site.</td>
</tr>
<tr>
<td>F 980528-B36 Replacement Facilities</td>
<td>Inspection Services Inc., (Inspector of Record)</td>
<td>$13,000</td>
<td>-0-</td>
<td>CM #1 - $6,517.50</td>
<td>$19,515</td>
<td>Additional inspection work due to the unforeseen job site conditions.</td>
</tr>
<tr>
<td>G 980528-B33 Batmale Hall Mechanical Penthouse Roof Enclosure</td>
<td>Kin Wo Construction, Inc., (General Contractor)</td>
<td>$299,660</td>
<td>-0-</td>
<td>CM #1 - $16,295</td>
<td>$315,955</td>
<td>Construction cost increase due to one year delay on funding shortage.</td>
</tr>
<tr>
<td>H 981119-B14 John Adams Childcare Development Teaching Facility</td>
<td>Thorenfeldt Construction, Inc. (General Contractor)</td>
<td>$180,600</td>
<td>$21,416.46</td>
<td>CM #3 - $1,364.20</td>
<td>$203,380.66</td>
<td>Additional lead paint abatement work and pump room light fixture upgrade.</td>
</tr>
<tr>
<td>I 990225-B5 Visual Arts Air Correction</td>
<td>YAMAS Control, Inc., (Mechanical Contractor)</td>
<td>$50,100</td>
<td>-0-</td>
<td>CM #1 - $10,400</td>
<td>$60,500</td>
<td>Additional HVAC, Zone-A, handling unit control device replacement work.</td>
</tr>
</tbody>
</table>

Total - $94,376.20
RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
DATE: April 29, 1999                  B8

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Authorization to Award Construction Contract.  
(Resolution No. 990429-B8)

BACKGROUND INFORMATION:

Project: Science Hall Distilled Water System Replacement

The District wishes to contract with Sonomarin, Inc., for the project: Science Hall Distilled Water System Replacement. This project consists of removal and disposal of the existing steam distilled water system, and installation of the new electrical distilled water system. Work also includes lead paint abatement, upgrade of the existing electrical panel, pipe lines, and equipment.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds) and to be charged to 412242-0130-6202-7100-s.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Sonomarin, Inc. at a cost of $167,021, to be completed on or before September 30, 1999, 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.

Peter A. Goldstein, Originator

04/29/99 – B8 page 1
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990429-B9)

BACKGROUND INFORMATION:

Project: Airport Campus Aeronautic Building Roof Repair

The District wishes to contract with ________________, for the project: Airport Campus Aeronautic Building Roof Repair. This project consists of removal and replacement of the existing roofing materials.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds), to be charged to 412244-0130-6202-7100-s.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with ________ at a cost of $______, to be completed on or before September 30, 1999, 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.

Peter A. Goldstein, Originator

04/29/99 – B9 page 1
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990429-B10)

BACKGROUND INFORMATION:

Project: Batmale Hall Re-roofing

The District wishes to contract with Best Roofing & Waterproofing, for the project: Batmale Hall Re-roofing. This project consists of removal and replacement of the existing roofing materials.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds), and to be charged to 412246-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Best Roofing & Waterproofing at a cost of $81,500, to be completed on or before September 30, 1999, 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.

Peter A. Goldstein, Originator

04/29/99 – B10 page 1
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990429-B11)

BACKGROUND INFORMATION:

Project: Conlan Hall Re-roofing

The District wishes to contract with Best Roofing & Waterproofing, for the project: Conlan Hall Re-roofing. This project consists of removal and replacement of the existing roofing materials.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds), and to be charged to 412243-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Best Roofing & Waterproofing at a cost of $110,251, to be completed on or before September 30, 1999, 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.

Peter A. Goldstein, Originator

04/29/99 – B11 page 1

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: April 29, 1999  B12

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990429-B12)

BACKGROUND INFORMATION:

Project: John Adams Campus Main Building Re-roofing

The District wishes to contract with California Roofing Co. Inc, for the project: John Adams Main Building Re-roofing. This project consists of removal and replacement of the existing roofing materials.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds), and to be charged to 412245-0310-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with California Roofing Co. Inc., at a cost of $165,902, to be completed on or before September 30, 1999, 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.

Peter A. Goldstein, Originator

04/29/99 – B12 page 1
DATE:        April 29, 1999       B13
TO:          Board of Trustees
FROM:        Dr. Philip R. Day, Jr., Chancellor

Subject:    CAPITAL OUTLAY
Authorization to Award Special Services Contract.
(Resolution No. 990429 – B13)

BACKGROUND INFORMATION:

Project:     Construction Inspection Services for District Scheduled Maintenance and Hazardous
            Substance Abatement Projects on an as needed basis.

The District wishes to contract with Willdan Associates, to provide Construction
Inspection services, on an as needed basis, for all District Scheduled Maintenance and Hazardous
Substance Abatement projects. The State Building Code requires school building construction and
remodeling to be under the jurisdiction of the Office of Regulation Services (ORS) under the Division
of the State Architect. To comply, the District must hire an Inspector of Record who will report to the
Architect and follow ORS mandated procedures and requirements.

The fees for this service shall be provided from funds awarded by the State to complete the projects.
Scheduled Maintenance projects are currently 50/50 match and Hazardous Substance Abatement
projects are 100% funded by the State.
RECOMMENDATION:

RESOLVED: That authorization be given to contract with Willdan Associates, to provide the District with the Construction Inspection services, for District Scheduled Maintenance and Hazardous Substance Abatement projects on an as needed basis, 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.

Peter A. Goldstein, Originator

04/29/99 - B13 page 2
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990429 - B14)

BACKGROUND INFORMATION:

Project: District Technology Infrastructure Master Plan

The District wishes to contract with Pete O. Lapid and Associates, Inc., a certified MBE/LBE firm, to provide Electrical Engineering services for District Technology Infrastructure Master Plan.

The cost for this contract will be charged to Proposition A bond funds, as part of the planning effort that is needed for improvements to the District campus sites in the city.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Pete O. Lapid and Associates, Inc., to provide the District with the Electrical Engineering services, for District Technology Infrastructure Master Plan at a cost of $100,000, 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.

Peter A. Goldstein, Originator

04/29/99 - B14 page 1
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of Special Services Contract
(Resolution No: 990429-B15)

BACKGROUND INFORMATION:

The Contract Education Office has had an on-going safety training contract with the San Francisco Airport Commission (SFAC) since 1995. Qualified City College of San Francisco (CCSF) instructors provide educational services to the SFAC based on the nature of the training.

The SFAC has requested a Boilers Training program for its stationary engineers at the Airport. This is a highly specialized subject that CCSF does not offer. To offer this training, Contract Education needs to retain a special services consultant/firm to offer the training. In cooperation with the SFAC, Contract Education plans to select National Technology Transfer, Inc. to provide this training. Contract Education will serve as the project manager.

National Technology Transfer, Inc. is a nationally known industrial training provider with expertise in the field of maintenance, repair, and operation.

The special service contract for National Technology Transfer, Inc. to conduct two sessions of one-week training for up to sixty (60) participants will cost up to $20,065 $22,265. The training will be conducted at the SFAC before June 30, 1999.

The funding for the contract with National Technology Transfer, Inc. is from the San Francisco Airport Commission Training Contract. No district funds are required.
RECOMMENDATION:

RESOLVED: That the District is authorized to enter into a special service contract with National Technology Transfer Inc. for the Boilers Training before June 30, 1999, for up to 60 stationary engineers of the San Francisco International Airport, at a total cost not to exceed $20,065 – $22,265. The cost is based on a training fee of $16,585 – $18,785 plus $58 per student for texts and consumables for up to 60 participants.

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.

Judy Teng, Originator

04/29/99 - B15  page 2
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval to submit an application and appropriate funds received.
(Resolution No. 990429-B16)

BACKGROUND INFORMATION:

The Morris Stulsaft Foundation will provide funds for the Mission Science Workshop to purchase 12 microscopes for intensive pond water study. The Mission Science Workshop located at the Mission Campus is a collaborative effort between CCSF, SFUSD, and SFSU. It offers the Mission residents and school children opportunities to learn science in a hands-on workshop environment.

RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the Morris Stulsaft Foundation to purchase 12 microscopes for the Mission Science Workshop in the 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 any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

04/29/99 - B16 page 1
Date: April 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Resolution No.: 990429-B17)

BACKGROUND INFORMATION:

The CCSF Board of Trustees approved resolution no. 971120-B8, which authorized the establishment of Bio-Link, a National Center for Advanced Technological Education (ATE) in Biotechnology through the CCSF Biology, Chemistry and Engineering Departments. To be in compliance with the National Science Foundation (NSF), Bio-Link must participate in an evaluation process.

The evaluator will gather the documentary evidence, conduct interviews, make observations, examine student records and analyze other quantitative data required to assess the success of the Bio-Link National Center and the Bio-Link Regional Centers in meeting their goals. The evaluator will also monitor the ongoing progress of the National and Regional Centers toward meeting their objectives, and shall meet regularly with the National Center Principal Investigator/Director and staff in order to provide advice aimed at improving the quality of Center planning and operations.

The evaluator will provide interim reports on Bio-Link progress at the end of each Bio-Link NSF contract year. These reports will provide formative information to the National Center Principal Investigator/Director and Co-Principal Investigator/Deputy Director and will also be made available to the Bio-Link National Visiting Committee and to the NSF. The evaluator will also provide a three-year summative evaluation report at the end of the third Bio-Link contract year and a final summative report at the end of the sixth Bio-Link contract year.

To provide this professional assistance, Bio-Link wishes to retain the services of Dan Weiler Associates, Policy Research and Evaluation, to serve as the evaluator. There is no additional space or in-kind match required. The Bio-Link grant will provide the funding for the consultant.
Dan Weiler has been directing evaluations of K-12 and higher education institutions for the past twenty years. Currently, he is the external evaluator for the Nation Science Foundation’s Advanced Technology Education Center for Marine Biology in Monterey. Previously, Dan Weiler directed a study of the California Community Colleges to plan for improved and cost effective practices to assure student access and increase student retention; a study on faculty development in California Community Colleges; and a policy study of personnel policies at the Community Colleges. He has also directed K-12 studies on service-learning programs, technology use and technology implementation in K-12 schools.

RECOMMENDATION:

RESOLVED: That the San Francisco Community College District is authorized to contract with Dan Weiler Associates to serve as an evaluator for the CCSF Bio-Link for the period May 1, 1999 through August 31, 1999 in the amount not to exceed $16,667, 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.

Robert Gabriner, Originator
Elaine Johnson, Originator

04/29/99 – B17 page 2
Date: April 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Resolution No.990429-B18)

BACKGROUND INFORMATION:

Bio-Link at City College is funded by a National Science Foundation Grant to be the Advanced Technological Education Center for Biotechnology. Bio-Link, the National Center, is in need of a corporate identity. To provide this professional assistance, Bio-Link wishes to retain the services of Rick Wong Design, a graphic design firm, to design and produce a logo, implement the layout and production of letterhead, envelopes, business cards, presentation folders and materials.

There is no additional space or in-kind match required. The Bio-Link grant will provide the funding for the graphic design firm.

RECOMMENDATION:

RESOLVED: That the San Francisco Community College District is authorized to contract with Rick Wong Design to create a corporate identity for the CCSF Bio-Link in the amount not to exceed $3,750, 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.

Robert Gabriner, Originator
Elaine Johnson, Originator

04/29/99 – B18 page 1
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Grant Approval for collaboration with The Children's Council of San Francisco in conducting Child Development Credit Classes. (Resolution No.990429-B19)

BACKGROUND INFORMATION:

The Child Development and Family Studies Department in collaboration with The Children's Council of San Francisco, will conduct a thirty-six week training program: Professional Career Program for Child Care Providers. Three cycles of eleven classes each will be delivered at up to three community sites. The three cycles will be held over a fourteen month period beginning June 1, 1999 and ending July 30, 2000. There will be a minimum of twenty participants in each cycle of classes. The Child Development and Family Studies Department will provide thirty-three units of credit instruction. Upon successful completion of the program, participants will be awarded a Certificate of Completion in Child Development. Community based organizations will provide support in Work Readiness, Job Search, Job Training, and/or Job Retention. The Child Development and Family Studies Department will receive $113,000.00 to conduct the credit classes for this project. No General Fund monies from the district are required.
RECOMMENDATION:

The proposal has the following budget:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional Salaries &amp; Benefits</td>
<td>$100,000</td>
</tr>
<tr>
<td>Program Coordination</td>
<td>5,000</td>
</tr>
<tr>
<td>Fingerprinting Fees</td>
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</tr>
<tr>
<td>For Program Participants</td>
<td>6,000</td>
</tr>
<tr>
<td>Printing/Supplies</td>
<td>2,000</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$113,000</td>
</tr>
</tbody>
</table>

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to enter into an agreement with The Children's Council of San Francisco to conduct credit Child Development classes during the period June 1, 1999 through July 2000 for a sum not to exceed $113,000, 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.

Sandra Handler, Originator

04/29/99 – B19 page 2
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to Modify Existing Contract
(Resolution No. 990429 - B20)

BACKGROUND INFORMATION:

On March 1, 1999 City College of San Francisco entered into an agreement for special services with Roberto Lopez for $2,500 to work directly on the day-to-day implementation of the Hiring Hall Project, a partnership between CCSF, The SF Multi-Employer Group and Local 2 to create short-term, on site training courses in hotels. The Hiring Hall Project would now like to draw upon Mr. Lopez’s ability to serve as translator for the Spanish-speaking students that are in its program. In addition it would like to extend the agreement with Mr. Lopez from its present ending date of May 31 until August 31, 1999 and increase the amount of the agreement to a total not to exceed $10,000. Funding: 123326-7176-5190-0500-N. The Hiring Hall Project, a grant form The Chancellor's Office, California Community Colleges.

RECOMMENDATION:

RESOLVED: That authorization be given to extend a service agreement with Roberto Lopez to assist in implementing and to serve as translator for the Hiring Hall Project for the period from March 4, 1999 through August 31, 1999 for an amount not to exceed $10,000, 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.

Phyllis G. McGuire, Originator

04/29/99 - B20 page 1
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to modify existing Grants
(Resolution No. 990325 – B21)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
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<tr>
<td>A 980625-B16</td>
<td>California Postsecondary Education Commission Eisenhower State Grant</td>
<td>July 1, 1995 – March 31, 1999</td>
<td>$675,000</td>
<td>Date Change</td>
<td>$675,000</td>
<td>To extend contract ending date to June 30, 1999. Originator: Robert Manlove</td>
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<tr>
<td>B 981029-B14</td>
<td>California Postsecondary Education Commission Eisenhower State Grant</td>
<td>March 27, 1998 – March 31, 1999</td>
<td>$15,000</td>
<td>Date Change</td>
<td>$15,000</td>
<td>To extend contract ending date to June 30, 1999. Originator: Robert Manlove</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL TOTAL AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS: ORIGINATOR</td>
</tr>
<tr>
<td>----------------------------</td>
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<td>-------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>C981119-B19</td>
<td>Center for Habitat Restoration</td>
<td>December 1, 1998 – June 30, 1999</td>
<td>$33,918</td>
<td>+$2,000</td>
<td>$35,918</td>
<td>The increase covers the waste assessment conducted at Fort Mason per purchase order dtd. 8/14/98 Originator: Robert Manlove</td>
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<tr>
<td>D980430-B10</td>
<td>California Community Colleges/ Advanced Transportation Technologies Centers/ College of Alameda</td>
<td>July 1, 1998- June 30, 1999</td>
<td>$30,000</td>
<td>+$20,000</td>
<td>$50,000</td>
<td>To expand ATT Consortium to include College of Alameda Auto Tech Dept. Originator: Phyllis G. McGuire</td>
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<tr>
<td>E990325-B22</td>
<td>San Francisco City and County Solid Waste Management Program to CCSF Center for Habitat Restoration</td>
<td>Feb.1, 1999- June 30, 1999</td>
<td>$8,185</td>
<td>Change in name on special services contract from Ann Schneider to U.C. Regents</td>
<td>No change in the amount of contract.</td>
<td>To modify the Grantor of this special services contract. Originator: Robert Manlove</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL TOTAL AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS</td>
</tr>
<tr>
<td>----------------------------</td>
<td>--------------------</td>
<td>---------------</td>
<td>-----------------------</td>
<td>--------</td>
<td>-------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>F 980226-B10</td>
<td>Mediatrope LLC</td>
<td>March 1, 1998 – June 30, 1998</td>
<td>$8,000</td>
<td>Extend contract date until June 30, 1999 and increase total by $40,000</td>
<td>$48,000</td>
<td>Extend contract date and amount to allow Mediatrope LLC to complete the Diego Rivera Portable Exhibit. Originator: Robert Gabriner</td>
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<tr>
<td>G 980625-B22</td>
<td>Office California Community Colleges, CalWorks Funding</td>
<td>July 1, 1998 – June 30, 1999</td>
<td>$1,801,566</td>
<td>Increase contract amount by $154,895</td>
<td>$1,956,461</td>
<td>Increased-funds to enhance outreach, education and Training and Job Placement of 3000 calWorks students enrolled in CCSF, plus 400 clients of the Department of Human Services (DHS) and S.F.’s Community Based Organizations (CBO). Originator: Bernice B. Brown</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL TOTAL AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS; ORIGINATOR</td>
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<tr>
<td>-----------------------------</td>
<td>------------------------------------------------------------------------------------</td>
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<td>------------------------</td>
<td>-----------------</td>
<td>-------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>H 980729-B12</td>
<td>California Department of Education /Federal Adult Education Act amended by the National Literacy Act of 1991 Section 321/326</td>
<td>July 1, 1998- June 30, 1999</td>
<td>$695,620</td>
<td>+$399,280</td>
<td>$1,094,900</td>
<td>To revise the grant amount to reflect the actual allocation and appropriate additional funds Originator: Gary Tom</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

RESOLVED: That the Board authorizes the specific amendments to Resolutions as indicated in the table, 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.

Peter Goldstein, Originator
Date: April 29, 1999  
To: Board of Trustees  
From: Dr. Philip R. Day, Jr., Chancellor  
Subject: GENERAL/CAPITAL OUTLAY FUND  
Procurement of Equipment, Supplies, Services, Etc., less than $3,000

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $424,282.55 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

Direct Payments $63,074.51
Purchase Orders 301,968.83
Travel/Mileage 59,239.21
GRAND TOTAL: 424,282.55

James Kendrix, Originator

03/25/99 - C1 page 1
Date:        April 29, 1999            C2

To:          Board of Trustees

From:        Dr. Philip R. Day, Jr., Chancellor

Subject:     GENERAL/CAPITAL OUTLAY FUND
             Procurement of Equipment, Supplies, Services, Etc., more than $3,000

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A”.

GRAND TOTAL: $1,230,919.32

James Kendrix, Originator

04/29/99 - C2 page 1
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Acceptance of Gifts
Resolution No. 990429-C3

BACKGROUND INFORMATION:

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:

WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Provost, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to accept the gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

4/29/99 - C3 Page 1

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.

DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>DONOR</th>
<th>BENEFICIARY</th>
<th>MARKET VALUE DECLARED BY DONOR</th>
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<tr>
<td>1) Cash</td>
<td>Denman Estate Co. 1430 NW 64th St., #206 Seattle, WA 98107</td>
<td>James Denman Scholarship</td>
<td>$ 350.00</td>
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<tr>
<td>2) Cash</td>
<td>Borel Bank &amp; Trust Co. 160 Bovet Rd. San Mateo, CA 94402</td>
<td>Kerkhof Math &amp; Engineering Scholarship</td>
<td>$ 1,800.00</td>
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<td>3) Cash</td>
<td>Every Child Can Learn Foundation 225 Bush St., #350 San Francisco, CA 94104</td>
<td>CCSF Student Kinh Ngo</td>
<td>$ 666.00</td>
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</tbody>
</table>
Date:        April 29, 1999

To:          Board of Trustees

From:        Dr. Philip R. Day, Jr., Chancellor

Subject:     Human Resources
             Amending effective date
             Resignation with the Intent to Retire
             Educational Academic Administrator
             (Resolution No. 990429 - F1)

BACKGROUND INFORMATION:

The Board of Trustees adopted Resolution No. 990325 - F1 accepting Mira D. Sinco’s
resignation with the intent to retire effective June 30, 1999. Consequently, it was determined that the
effective date should be August 30, 1999. Resolution No. 990429 - F1 serves to amend the effective
date to August 30, 1999.

RECOMMENDATION:

RESOLVED:  That the resignation with the intent to retire of Mira D. Sinco from any and all
employment with the San Francisco Community College District be amended effective close of
business August 30, 1999.

Gary Tom, Originator
Date: April 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources

Resignation with the Intent to Retire
Educational Academic Administrator
(Resolution No. 990429 - F2)

BACKGROUND INFORMATION:

Resolution No. 990429 - F2 covers the resignation with the intent to retire of an educational academic administrator.

RECOMMENDATION:

RESOLVED: That the resignation with the intent to retire of Arthur Cherdack from any and all employment with the San Francisco Community College District be accepted, effective close of business June 30, 1999.

Gary Tom, Originator
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Authorization to amend employment Contract(s)
(Resolution No. 990429 - L1)

BACKGROUND INFORMATION:

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.

RECOMMENDATION:

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.
<table>
<thead>
<tr>
<th>a) INSURANCE COMPANIES</th>
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<td>57191</td>
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<td>Aragon Financial Serv.</td>
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<td>Great American Life</td>
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<td>Great American Life</td>
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<td>IDS</td>
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<td>Lincoln National Life</td>
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<td>Met Life</td>
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<td>Met Life</td>
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### b) Custodial Accounts

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<td>55872</td>
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### c) Termination/Cancellations

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<td>54136</td>
<td>480.00</td>
</tr>
<tr>
<td>55058</td>
<td>100.00</td>
</tr>
</tbody>
</table>

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.

James Kendrix, Originator
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Policy Manual
Notice Of Intention To Amend The San Francisco Community College District Policy Manual Section 2.02 - Administrative and Organizational Structure of the San Francisco Community College District
(Resolution No. 990429-P1)

BACKGROUND INFORMATION:

The Chancellor, immediately upon assuming his duties in the District, began a review of the administrative structure. The focus of such review and any resulting recommendation for reorganization is how best to serve the District’s students. The Chancellor has reviewed the plan with the various campus constituency groups regarding the creation of a new Vice Chancellor For Student Development with a corresponding abolishment of the current Executive Vice Chancellor position. The proposed reorganization would assign student services activities, currently under the supervision of the Provost and Executive Vice Chancellor, to the new Vice Chancellor For Student Development. The title of Provost would change to Vice Chancellor For Academic Affairs, and the title of Chief Operating Officer would correspondingly change to Vice Chancellor of Finance and Administration. Peter Goldstein would continue to function as the College’s Chief Operating Officer, and this would be reflected in his job description. This new title would be more organizationally consistent. He will also serve as the Acting Chancellor in the absence of the Chancellor, in accordance with Board policy.

04/29/99 - P1 page 1
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. . .

RECOMMENDATION:

RESOLVED: That notice is hereby given that the following proposed amendments to the San Francisco Community College District Policy Manual Section 2.02 - Administrative and Organizational 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 May 27, 1999, with such changes to be effective July 1, 1999. (NOTE: The current organizational structure affected is labeled Appendix A. The proposed structure affected is labeled Appendix B.)

Ronald Lee, Originator

04/29/99 - P1 page 2
DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL:
Recommend (1) Modifying Board of Trustees Resolution No. 981029-S4 to delete the Classification of Employee Relations Assistant (1280) and the Classification of Employee Relations Representative (1281), and to include the Classification of Principal Employee Relations Representative (1282), and (2) authorizing the Administration to establish wage rates/premiums and benefit levels for the 1282 Classification (Resolution No: 990429-S1)

BACKGROUND INFORMATION:

On October 29, 1998, the Board of Trustees adopted amended wage rates for Unrepresented classified Management, Supervisory, or Confidential employees for Fiscal Year 1998-1999. Subsequent to that action the Department of Human Resources for the City and County of San Francisco informed the District of its intent to eliminate the 1280 and 1281 Classifications and of its action to establish the 1282 Classification as one specific to the District. In light of these actions, the Administration recommends (1) modifying Board of Trustees Resolution No. 981029-S4 to eliminate the 1280 and 1281 Classifications as soon as practical, and to include the 1282 Classification, and (2) authorizing the Administration to establish wage rates/premiums and benefit levels for the 1282 Classification commensurate with the duties and responsibilities of the position.

04/29/99 – S1 page 1
RECOMMENDATION:

RESOLVED: That the Board of Trustees (1) modifies Resolution No.981029-S4 to eliminate the 1280 and 1281 Classifications as soon as practical, and to include the 1282 Classification, and (2) authorizes the Administration to establish wage rates/premiums and benefit levels for the 1282 Classification commensurate with the duties and responsibilities of the position;

FURTHER BE IT RESOLVED: That the Chancellor and the Chief Operating Officer and/or their designee(s) are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Lawrence C. Klein, Originator

04/29/99 – S1 page 2
DATE:        April 29, 1999            S2
TO:          Board of Trustees
FROM:        Dr. Philip R. Day, Jr., Chancellor
Subject:     Annual Planning Meeting Between the Respective Boards of the San Francisco Unified School District and City College of San Francisco (Resolution No. 990429-S2)

BACKGROUND INFORMATION:

Recent developments at both the State and local level have underscored the critical importance of increased levels of articulation and cooperation between the Unified School District and City College. Given our very positive working relationship over these past several years and the need to build upon this cooperation in the future for purposes of exploring ways to enhance and improve student retention, access to higher education, resource sharing, joint programming/dual enrollment, and other school/college initiatives, it is suggested that our respective Boards should meet at least once a year to discuss and plan for future collaboration.

RECOMMENDATION:

RESOLVED: That an annual Joint Planning Meeting (Educational Roundtable) be held between the San Francisco Unified School District (SFUSD) and City College for purposes of exploring ways to enhance the quality of educational experiences for students K through 14.

FURTHER BE IT RESOLVED: That the Chancellor will initiate discussion with the SFUSD Superintendent for purposes of soliciting agreement on this initiative and establishing a timetable and process to implement this resolution.

Recommendation for Adoption:

Trustee James Haskell Mayo, II
Trustee Natalie Berg
Trustee Anita Grier
DATE: April 29, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
SUBJECT: SPECIAL
Developing the System’s 2000-2001 Budget Package.
(Resolution No.990429 - S3)

BACKGROUND INFORMATION:

The Board of Governor’s of the California Community Colleges has instituted a new process for developing the System’s 2000-2001 Budget Package. The cornerstone of this effort is to encourage grass-roots (i.e., District-based) involvement in the budget development and legislative process.

With the assistance of our governmental relations team (Leslie Smith, Peter Goldstein and Dale Shimasaki), we have been working with the various groups on campus (College Advisory Council, Academic Senate, the College Council, and the Chancellor’s Cabinet) to identify a number of issues that should be given serious consideration. Some have budgetary impact and some don’t. The important point is there are a range of good ideas and suggestions for inclusion in the overall budget plan for the state.

The attached list (FY 2000-2001, Legislative and Budgetary Proposals to the System) has been developed within the timeframe that we’ve had available. (Note: Spring Break occurred during the time between receipt of the request and due date which is April 30th). I need to emphasize that this represents a work in progress and is subject to change and refinement. We will continue to work with our respective constituency groups well into the Fall term to continue to refine our legislative agenda.

04/24/99 - S3 page 1
RECOMMENDATION:

BE IT RESOLVED: That the District Board of Trustees approves the preliminary list of Legislative and Budgetary Proposals to the System for inclusion in the consultation process and budget plans for FY2000-2001 of the State Board of Governors/Community Colleges.

Dr. Philip R. Day, Jr., Originator

04/24/99 - S3 page 2
DATE: April 29, 1999

SUBJECT: Special Supporting Passage of the Hate Crimes Prevention Act Resolution No. 990429 - S4

BACKGROUND INFORMATION:

The San Francisco Community College District has long prohibited discrimination affecting employment and educational opportunities on many bases as described in established District policies. These bases include, but are not limited to, sexual orientation, gender, and disability. Additionally, the Board itself enacted a series of resolutions directing that resources be utilized for workshops to prevent sexual harassment and discriminatory behavior against persons in the District based on disability, race, gender, sexual orientation or homophobia.

Hate crime incidents in the United States are distressingly high. In 1997, over 8,000 hate crime incidents were reported. The animosity and hatred directed at persons with different sexual orientations are especially alarming, as evidenced by the recent murder of Matthew Shepard in Wyoming, as well as the selective defacing of the mural at the City College Student Union. Matthew Shepard was gay. The mural scene defaced depicted a lesbian couple kissing.

Current federal law permits federal prosecution of a hate crime only if the crime was motivated by bias based on religion, national origin, or race. The Hate Crimes Prevention Act (HCPA), HR 3081 and S 1529 would amend the law to include bias based on real or perceived sexual orientation, gender or disability. Such hate crimes could then be investigated and prosecuted by the federal government.
RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College hereby declares its support for the passage of the Hate Crimes Prevention Act which will add sexual orientation, gender and disability to the current categories of bias, thereby permitting federal investigation and prosecution of crimes motivated by such bias as Hate Crimes.

AND FURTHER BE IT RESOLVED: That a copy of this resolution be forwarded to the President of the United States, Senators and Members of the House of Representatives representing California, and other appropriate governmental leaders.

President Lawrence Wong, Originator
Trustee James Haskell Mayo II, Originator
Trustee Rodel Rodis, Originator

04/29/99 - S4 page 2
Regular Meeting of the
Board of Trustees of the
San Francisco Community College District
City College of San Francisco
Pierre Coste Dining Room
50 Phelan Avenue
San Francisco
Thursday, May 27, 1999
Open Session - 5:00 p.m.

I. Roll Call
II. Pledge of Allegiance
III. Approval of Minutes
    a) December 17, 1998
    b) January 28, 1999
IV. Adoption of Resolutions Agenda
V. Approval of Consent Agenda Items as Listed:
VI. Special Presentations
    a) CCSF speech and debate team – Cynthia Dewas and Sami
       Kudsi, CCSF Instructors
VII. Monthly Financial Report
VIII. Action on Other Resolutions Agenda Items
IX. Report from Constituent Groups
    - Academic Senate
    - Associated Students
    - Classified Senate
X. Board of Trustees’ Report
XI. Chancellor and Staff Reports

"C - 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."
XII. Requests to Speak

XIII. Adjournment

**FINANCE** (Pages 1-22)

**GENERAL FUND**


**B1A** - Authorization to establish a contract with Mediatrope LLC.

**B2** - Reviewing and entering into the Minutes the SFCCD Quarterly Financial Status Report for the quarter ended March 31, 1999.

**Capital Outlay**

**B3** - Authorization for six Contract Modification(s) Totaling $46,423.49 for Special Services Contract.

**B4** - Authorization be given to contract with SOHA Engineers, for special services and advice to provide the District with structural engineering services, for the Project: North & South Gymnasiozms Seismic Evaluation located at the Phelan Campus at a cost of $ 30,800, to be completed on or before December 31, 1999.

**Grants**

**B5** - Authorization to submit a applications for funds and appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges for a grant to fund The Tech Prep Partnership, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $69,990.

**B6** - Authorization to (1) submit a renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges, Office of

*"C - 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 to (1) submit a renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges, Office of Economic Development for a grant to continue The San Francisco Center for Applied Competitive Technology, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $178,875.

B8 - Authorization to enter into agreement with Yosemite Community College District in which the Child Development/Family Studies Department will provide professional development services for child care personnel.

B9 - Authorization to subcontract with the Comprehensive Adult Student Assessment System (CASAS) for training, technical assistance and consultation services related to program requirements of the State Plan for Adult Education and Literacy, May 1, 1999 to June 30, 1999, in the amount not to exceed $10,000.

B10 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the National Endowment for the Humanities for the Asian Infusion program in the amount not to exceed $25,000.

B11 - Authorization to modify three existing Grants.

B12 - Authorization to contract with The Florida Rescue Center of Daytona Beach Community College to provide a DACUM process on

"C - 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."
CCSF’s Automotive Technology program for an amount not to exceed $7,000.

**Equipment, Supplies & Services (Pages 23-29)**

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

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

C3 - Acceptance of Gifts *c*

**Human Resources (Pages 30-58)**

F1 - Human Resources Academic Educational Administrator. *c*

F2 - Appointment Educational Academic Administrator. *c*

G1–8 - Academic Employees, Credit Program, District Funded *c*

H1 - Academic Employees, Credit Program, Categorically Funded *c*

N1 - Academic Employees Community Services Classes City College of San Francisco *c*

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. *c*

L2 - Reemployment of Service Retirants Under Education Code Section 24214 *c*

N1 - Academic Employees Community Services Classes *c*

**Special (Pages 59-65)**

S1 - Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1998-1999. *c*

S2 - Recommend Adopting an Amendment to *c*

--------

"c" - 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."
The Collective Bargaining Agreement between the American Federation of Teachers Local 2121 and the San Francisco Community College District.

Policy (Pages 66-76)

P1 - Amending The San Francisco Community College District Polity Manual Section 2.02-Administrative And Organizational Structure Of The San Francisco Community College District.

P2 - Establishing policies and approving the total educational program of the City College of San Francisco, San Francisco Community College District as described in the 1999-2000 College Catalog.

Real Estate (Pages 77-78)

W1 - Authorization to Renew Rental Agreement with Option to Purchase

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 24, 1999  
Castro/Valencia Campus  
450 Church Street

"C - 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."
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: General Fund Authorization for a General Fund Modification For Special Services Contract (Resolution No. 990527-B1)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 970327-B11</td>
<td>Mayor’s Office of Community Development/Mission Armory Foundation</td>
<td>Fiscal Year</td>
<td>N/A</td>
<td>Date Change</td>
<td>N/A</td>
<td>To Extend the contract ending date to September 1, 1999. Originator:Suzanne Korey</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to establish a contract with Mediatrope LLC.
(Resolution No. 990527-B1-A)

BACKGROUND INFORMATION:

The Office of Research, Planning and Grants in collaboration with the Diego Rivera Mural Working Group comprised of faculty and staff at City College of San Francisco wishes to contract with Mediatrope LLC, designers of electronic information systems, to provide services for the design of an electronic kiosk/portable exhibit about the Diego Rivera Mural located in the Diego Rivera Theater of CCSF. Mediatrope will complete the production of the portable exhibit. The portable exhibit will be placed in museums and other public venues throughout both the state as well as the country. Revenue from the portable exhibit will go back to the college general fund. Contract listed according to California Government Code Section 53060.

RECOMMENDATION:

RESOLVED: The Board of Trustees hereby authorizes the establishment of contract with Mediatrope LLC to provide production assistance for the completion of an electronic kiosk/portable exhibit about the Diego Rivera Mural for CCSF for the period of June 1, 1999 to June 30, 1999, cost not to exceed $40,000, and

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

Robert Gabriner, Originator
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended March 31, 1999. (Resolution No. 990527-B2)

BACKGROUND INFORMATION:

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 March 31, 1999 and quarterly thereafter, districts are required to provide to the State 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:

RECOMMENDATION:

RESOLVED: That pursuant to Title 5 of the California Code of Regulations, Section 58310 the Quarterly Financial Status Report for the quarter ended March 31, 1999 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD

James Kendrix, Originator
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for six Contract Modification(s) totaling $46,423.49 $67,885.82 for Special Services Contract
(Resolution No. 990527-B3)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/ CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 980430-B28 Cloud Hall Remodel for Allied Health</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000</td>
<td>$210,193.02 $183,481.02</td>
<td>CM #7 - $11,648.00 CM #6 - $26,712.00</td>
<td>$4,927,841.02 $4,916,193.02</td>
<td>CO #8 for field changes due to the unforeseen conditions. CO #7 for field changes due to the unforeseen site conditions.</td>
</tr>
<tr>
<td>B 981029-B4 Library LRC, Artwork Display Cases &amp; Atrium Piano Protective Enclosure</td>
<td>Adolph Schmidt Inc., (General Contractor)</td>
<td>$65,808</td>
<td>000</td>
<td>#2 - $663</td>
<td>$67,471</td>
<td>Light fixture mock-up additional timer for display case</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION AMOUNT</td>
<td>REQUESTED CONTRACT MODIFICATION AMOUNT</td>
<td>NEW CONTRACT AMOUNT</td>
<td>COMMENT</td>
</tr>
<tr>
<td>-----------------------------</td>
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<td>----------------------------------------</td>
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<td>---------</td>
</tr>
<tr>
<td>C 981029-B1</td>
<td>Bay Pacific Pipelines (General Contractor)</td>
<td>$141,000</td>
<td>$17,602.50</td>
<td>CM #2 - $7,684.29</td>
<td>$166,286.79</td>
<td>CO #2 $4,630.24 for delay &amp; additional work; $7,684.29 for replacement of UST; $2,170.05 Temp. fencing; $4,630.24 for inerting tank.</td>
</tr>
<tr>
<td>D 990325-B3</td>
<td>KKA Architects, Inc., (Project Architect)</td>
<td>$25,400</td>
<td>$0</td>
<td>$10,000</td>
<td>$35,400</td>
<td>Additional analyzes architectural present services for the New Campus.</td>
</tr>
<tr>
<td>E 981119-B14</td>
<td>Thorenfeldt Construction, Inc. (General Contractor)</td>
<td>$180,600</td>
<td>$21,416.46</td>
<td>CM #3 - $1,364.20</td>
<td>$203,380.66</td>
<td>Cost for additional lead abatement work and room light fixture up.</td>
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<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/ CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION AMOUNT</td>
<td>REQUESTED CONTRACT MODIFICATION AMOUNT</td>
<td>NEW CONTRACT AMOUNT</td>
<td>COMMENTS</td>
</tr>
<tr>
<td>-----------------------------</td>
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</tr>
<tr>
<td>F 990525-B3</td>
<td>Angus Hamer Networking</td>
<td>$169,000</td>
<td>$0</td>
<td>+$35,848.33</td>
<td>$205,748.33</td>
<td>Additional services needed to begin bond projects on network infrastructure; bond project costing and scheduling, project management of construction repair on Phelan campus in preparation for fiber backbone installation, preparation of fiber backbone bid, liaison of the electrical survey project to determine electrical upgrades needed to support the new network infrastructure.</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION AMOUNT</td>
<td>REQUESTED CONTRACT MODIFICATION AMOUNT</td>
<td>NEW CONTRACT AMOUNT</td>
<td>COMMENT</td>
</tr>
<tr>
<td>---------------------------</td>
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<td>---------------------</td>
<td>---------</td>
</tr>
<tr>
<td>G 990325-B3</td>
<td>Chinatown/NorthBeach Columbo Bldg. Preservation Study</td>
<td>KKA Architects (Project Architect)</td>
<td>$17,915</td>
<td>$678.00</td>
<td>$18,593</td>
<td>Project reimbursable Expenses.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>TOTAL - $47,101.53</td>
<td>TOTAL - $67,885.82</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990527 – B4)

BACKGROUND INFORMATION:

Project: North & South Gymnasiums Seismic Evaluation

The District wishes to contract with SOHA Engineers, to provide structural engineering services, for the Project: North and South Gymnasiums Seismic Evaluation located at the Phelan Campus. The scope of work will include: inspect the two existing facilities’ physical condition; verify buildings’ in-place construction conformity to the existing design drawings; evaluate each building’s structural lateral-load-resisting system; identify any structural elements/connections/supports that fail to meet FEMA-178 requirement; develop a conceptual seismic strengthening scheme; and provide an order-of-magnitude construction cost estimate.

The cost for this contract will be charged to Proposition A bond Health and Safety upgrade funds.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with SOHA Engineers, for special services and advice to provide the District with structural engineering services, for the Project: North & South Gymnasiums Seismic Evaluation located at the Phelan Campus at a cost of $30,800, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

05/27/99 – B4 page 1
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to submit and application and appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges for a grant to fund The Tech Prep Partnership, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $69,990.
(Resolution No. 990527 - B5)

BACKGROUND INFORMATION:

The passage of the Carl D. Perkins Vocational-Technical Education Act of 1998 has authorized funding for Title II, The Tech Prep Education Act. Once again funds have been made available through the Chancellor's Office California Community Colleges (COCCC) to all Community College’s that wish to participate in an organized Tech Prep consortium. The Office of Vocational Education, School of Applied Science and Technology wishes to apply for Tech Prep funding. These funds will allow the existing collaboration between CCSF and SFUSD to create a citywide process that connects learning at the high school and community college levels within the School-to-Career partnership.

Income:
Chancellor's Office California Community Colleges, Tech Prep Program Allocation $69,990

Expenditures:

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Academic Salaries</td>
<td>$52,216</td>
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<tr>
<td>Classified Salaries</td>
<td>5,850</td>
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<td>Employee Benefits</td>
<td>3,886</td>
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<tr>
<td>Supplies and Materials</td>
<td>2,925</td>
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<tr>
<td>Other Operating Exp.</td>
<td>2,335</td>
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<tr>
<td>Indirect Costs</td>
<td>2,688</td>
</tr>
<tr>
<td>Totals</td>
<td>69,990</td>
</tr>
</tbody>
</table>

05/27/99 - B5 page 1
RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges for a grant to fund The Tech Prep Partnership, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $69,990, 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.

Phyllis G. McGuire, Originator
DATE: May 27, 1999  B6

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS

Authorization to Renew Existing Grants
(Resolution No. 990527 - B6)

BACKGROUND INFORMATION:

The Chancellor's Office California Community Colleges (COCCC) has requested grant applications to advance California's economic growth and global competitiveness through quality education and services focusing on workforce improvement, technology deployment and business development. The Office of Vocational Education, School of Applied Science and Technology has requested COCCC to renew its funding of the following Economic Development programs: (1) The Bay Area Advanced Transportation Technology Center (ATT), and (2) Job Development Incentive Training Program (JDIT) (The Hiring Hall Project). The Advanced Transportation Technology Center funds will be used to provide instruction in alternative fuels and clean air technology. Although College of Alameda and Skyline College will be sub-recipients of these funds, CCSF is the fiscal agent for the grant. Funding of the Hiring Hall Project will allow for the existing partnership between CCSF and the hospitality industry to further design and deliver flexible, industry-driven training and non-training solutions to rapidly changing industry needs.

Income:

Chancellor's Office California Community Colleges, Economic Development:

Advanced Transportation Technology Center $178,875
Job Development Incentive Training Program 66,623
Total $245,498

05/27/99 - B6 page 1
**Expenditures:**

<table>
<thead>
<tr>
<th>Item</th>
<th>ATT</th>
<th>JDIT</th>
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</thead>
<tbody>
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<td>Academic Salaries</td>
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<td>38,205</td>
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<tr>
<td>Classified Salaries</td>
<td>11,194</td>
<td>3,033</td>
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<tr>
<td>Employee Benefits</td>
<td>14,309</td>
<td>4,297</td>
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<tr>
<td>Supplies and Materials</td>
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<td>114</td>
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<td>Other Operating Exp.</td>
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<td>18,412</td>
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<td>Capital Outlay</td>
<td>18,000</td>
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<td>Other Outgo</td>
<td>0</td>
<td>0</td>
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<tr>
<td>College of Alameda</td>
<td>30,000</td>
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<tr>
<td>Skyline College</td>
<td>25,000</td>
<td>55,000</td>
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<td>Indirect Costs</td>
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<td>2,562</td>
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<tr>
<td>Totals</td>
<td>178,875</td>
<td>66,623</td>
</tr>
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</table>

**RECOMMENDATION:**

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to (1) submit a renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Economic Development for grants to continue The Bay Area Advanced Transportation Technology Center, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $178,875; and the Hiring Hall Project, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $66,623, 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.

Phyllis G. McGuire, Originator

05/27/99 - B6 page 2
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to Renew Existing Grant
(Resolution No. 990527 - B7)

BACKGROUND INFORMATION:

The Chancellor's Office California Community Colleges (COCCC) has requested grant applications to advance California's economic growth and global competitiveness through quality education and services focusing on workforce improvement, technology deployment and business development. The Office of Contract Education has requested COCCC to renew its Economic Development funding of The San Francisco Center for Applied Competitive Technology (SFCACT). These funds will allow the SFCACT to continue curricula development and performance-based training of operators and entrepreneurs in the apparel industry.

Income:

Chancellor's Office California Community Colleges, Economic Development:
SF Center for Applied Competitive Technology $178,875

Expenditures:

<table>
<thead>
<tr>
<th></th>
<th>SFCACT</th>
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<tr>
<td>Academic Salaries</td>
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<td>Classified Salaries</td>
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<tr>
<td>Employee Benefits</td>
<td>21,855</td>
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<td>Supplies and Materials</td>
<td>1,500</td>
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<td>Other Operating Exp.</td>
<td>18,212</td>
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<tr>
<td>Capital Outlay</td>
<td>0</td>
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<tr>
<td>Other Outgo</td>
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<td>Indirect Costs</td>
<td>6,880</td>
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<tr>
<td>Totals</td>
<td>178,875</td>
</tr>
</tbody>
</table>

05/27/99 - B7 page 1
RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to (1) submit a renewal application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Economic Development for a grant to continue The San Francisco Center for Applied Competitive Technology, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $178,875, 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.

Judy Teng, Originator
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to enter into an agreement with Yosemite Community College District in which the Child Development/Family Studies Department will provide professional development services for child care personnel.
(Resolution No. 990527-B8)

BACKGROUND INFORMATION:

For the last six years the Child Development and Family Studies Department has entered into an agreement to provide professional development services for child care staff. This program is funded by the California Department of Education, Child Development Division with Federal Development Block Grant Funds and is made available through the Child Development Training Consortium, Yosemite Community College District. Personnel employed in child care settings who are enrolled in credit child development classes are eligible for tuition refund upon successful completion of the course. Depending on the number of applicants, these students may be reimbursed for one or more classes; and will receive $60.00 per course unit and $20.00 reimbursement for books. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to enter into an agreement with Yosemite Community College District in which City College of San Francisco agrees to conduct up to 1100 course units of

05/27/99 – B8 page 1

BOARD OF TRUSTEES
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DR. PHILIP R. DAY, JR., CHANCELLOR
college credit courses needed for licensing child care personnel. Each student shall receive $60.00 per course unit and $20.00 reimbursement for books for the fiscal year 99-2000. Total funding is not to exceed $27,500, 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.

Sandra Handler, Originator

05/27/99 – B8 page 2
DATE: May 27, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day Jr., Chancellor

SUBJECT: GRANTS
Authorization to Subcontract with the Comprehensive Adult Student Assessment System (CASAS) (Resolution No.990527-B9)

BACKGROUND INFORMATION:
The California State Plan for Adult Education and Literacy 1999-2004 was approved in April by the California State Board of Education and submitted to the U.S. Department of Education pursuant to Title II of the Workforce Investment Act of 1998 (Public Law 105-220). In the state plan for Adult Education and Literacy Activities were major changes in the allowable activities, method of funding, and program performance measures and indicators. Changes specific to program operation included adapting to mandated CASAS pre- and post-testing and score interpretation and using a program accountability model (TOPSpro) with extensive data collection of enrolled students and their class progress in English as a Second Language (ESL), ESL Citizenship, Adult Basic Education (ABE), GED Preparation, and High School.

Beginning July 1, 1999, supplemental program funding will be based on student attainment of state-determined benchmarks that are documented in the locally-maintained data base through the program accountability model. These changes are significant and create an immediate need for the in-service training of ESL, ESL Citizenship, ABE, GED, and High School faculty, staff, and administrators. The agency best suited to provide the training and technical assistance is the San Diego-based Comprehensive Adult Student Assessment System (CASAS), which as a contractor
with the California Department of Education, created the state-mandated test and program accountability software. CASAS administration has agreed to develop and provide the needed training at City College campuses using a San Francisco-based consultant and provide overall technical assistance and consultation services to program staff.

The ABE 321 grant will provide funding for the training and technical assistance subcontract. No district funds are required.

RECOMMENDATION:

RESOLVED: That the Board of Trustees hereby authorizes the San Francisco Community College District to subcontract with the Comprehensive Adult Student Assessment System (CASAS) for training, technical assistance and consultation services related to program requirements of the State Plan for Adult Education and Literacy, May 1, 1999 to June 30, 1999, in the 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 any and all documents on behalf of the District to effectuate this resolution.

Gary Tom, Originator
Teresa Pon, Originator

05/27/99 – B9 page 2
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval to submit an application and appropriate funds received.
(Resolution No. 990527-B10)

BACKGROUND INFORMATION:

The National Endowment for the Humanities will provide additional funds to the already existing Asian Fusion program. This fund will enhance the program by addressing the lack of Asian perspective in our curriculum in various ways. It will provide seminar series for faculty to enable them to revise their curriculum to include Asian perspectives and act as mentors to other faculty within their departments. The funds will be used to provide faculty with stipends for their participation, for clerical assistance and for one trip, required by the fund, to Washington D.C. for the project coordinator. The program is administered by the Dean of Behavioral & Social Sciences with the participation of faculty from various departments.

There is $3,654 in-kind match required, which will be provided by the office of the Dean of Behavioral & Social Sciences. There is no additional space required. City College of San Francisco is the fiscal agent.

Expenditures
Academic Salaries $15,000
Classified Salaries $ 1,530
Employee Benefits $  680
Supplies/Materials $  155
Other Operating Expenses $ 6,650
Indirect Cost $  985
Total Program Cost $25,000
RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the National Endowment for the Humanities for the Asian Infusion program in the amount not to exceed $25,000, 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.

Robert Gabriner, Originator
Sandra Handler, Originator
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to modify three existing Grants
(Resolution No. 990527 – B11)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
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</thead>
<tbody>
<tr>
<td>A 981029-B21</td>
<td>Office of Adolescent Pregnancy Prevention/ Alia Rovai, Elizabeth Saunders, Amallia Smith</td>
<td>Sept. 16, 1998-June 15, 1999</td>
<td>$29,700</td>
<td>Extend contract date to Sept. 15, 1999, and to increase each contract amount by $1500.</td>
<td>$34,200</td>
<td>Extending each contract for contractors to continue to provide additional pregnancy prevention services to SFUSD middle and high school students through Sept. 15, 1999. Originator: Bernice Brown</td>
</tr>
</tbody>
</table>

BOARD OF TRUSTEES

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DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
<table>
<thead>
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<th>ORIGINAL RESOLUTION NUMBER</th>
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<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
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<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>C 981119-B19</td>
<td>City &amp; County of San Francisco Solid Waste management Program</td>
<td>July 1, 1998 – May 31, 1999</td>
<td>$33,918</td>
<td></td>
<td>N?A</td>
<td>Extend contract date Originator: Stephen Herman</td>
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</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specific amendments to Resolutions as indicated in the table, 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.

Peter Goldstein, Originator
DATE: May 27, 1999  B12

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Resolution No. 990527 - B12)

BACKGROUND INFORMATION:

The School of Applied Science and Technology has requested that The Florida Resource Center of Daytona Beach Community College provide a two-phase Developing A Curriculum (DACUM) process on CCSF’s Automotive Technology program. Phase I of the DACUM process will provide a functional job analysis of the industry and Phase II (Curriculum Plan) will result in an ideal Automotive Technology Curriculum. The goal of the process is to align instructional outcomes with industry. The Florida Resource Center will also provide a Tech Scan Assessment on the new or multi-media industry instructional programs at CCSF. The amount of the contract is not to exceed $7,000.

Funding: VATEA, $4,500 (121506-7112-5190-0900-C) and General Fund, Chancellor’s Office, $2,500 (U-0200-5190-6600-S).

RECOMMENDATION:

RESOLVED: That the San Francisco Community College District is authorized to contract with The Florida Resource Center of Daytona Beach Community College to provide a DACUM process on CCSF’s Automotive Technology program for an amount not to exceed $7,000, 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.

Phyllis G. McGuire, Originator

05/27/99 - B12 page 1
Date: May 27, 1999                  C1
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., less than $3,000
(Resolution No. 990527-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $558,221.07 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Direct Payments</td>
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<td>Purchase Orders</td>
<td>402,107.96</td>
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<tr>
<td>Travel/Mileage</td>
<td>64,552.88</td>
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<tr>
<td><strong>GRAND TOTAL:</strong></td>
<td><strong>$558,221.07</strong></td>
</tr>
</tbody>
</table>

James Kendrix, Originator

05/27/99 - C1 page 1
Date: May 27, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., more than $3,000
(Resolution No. 990527-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A”.

GRAND TOTAL: $1,200,058.98

James Kendrix, Originator

05/27/99 - C2 page 1
DATE: May 27, 1999  
TO: Board of Trustees  
FROM: Dr. Philip R. Day, Jr., Chancellor  
Subject: GRANTS  
Acceptance of Gifts  
(Resolution No. 990527-C3)  

BACKGROUND INFORMATION:  
SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:  
WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;  
WHEREAS: Frances Lee, Provost, declares that these gifts will enhance the instructional program of the San Francisco Community College District;  
RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to accept the gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

5/27/99 - C3 Page 1
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>DONOR</th>
<th>BENEFICIARY</th>
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<td></td>
<td>San Francisco</td>
<td></td>
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<tr>
<td>2) Cash</td>
<td>Al Galvez</td>
<td>CCSF Mission Science Workshop</td>
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<td></td>
<td>Fresno</td>
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<td>3) Computer Software</td>
<td>Jeff Stanley</td>
<td>CCSF Broadcast Media</td>
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<td>Van Nuys</td>
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<td>CCSF Resource Library for Students of the Hospitality Program</td>
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<td>Palo Alto</td>
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<td>5) Cash</td>
<td>Charles J. Burke</td>
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<td>6) Cash</td>
<td>Doris Sze Chun</td>
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<td>7) Cash</td>
<td>The Edith, Mary and Gretchen Lins Foundation</td>
<td>CCSF CBAA Scholarship</td>
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<td></td>
<td>San Francisco</td>
<td></td>
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Date: May 27, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
       Academic Educational Administrator
       Sabbatical Leave - Fall 1999
       (Resolution No. 990527 - F1)

BACKGROUND INFORMATION:

Resolution No. 990527 - F1 covers an academic educational administrator’s (RITA JONES) request for a Sabbatical Leave (one semester from the District during a portion of the 1999-2000 fiscal year.) Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective August 1, 1999 through January 18, 2000, RITA JONES, be placed on Sabbatical Leave from her 1999-2000 administrative position as Dean, Library and Learning Resources. This leave is pursuant to the provisions of the San Francisco Community College District Policy Manual 3.17.L - Sabbatical Leave.

Gary Tom, Originator

05/27/99 - F1 page 1
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor
Subject: Human Resources Appointment
Education Academic Administrator
(Resolution No. 990527 - F2)

BACKGROUND INFORMATION:

Resolution No. 990527 - F2 covers an educational academic administrative appointment for the Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost). Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective ____________, ____________ be appointed as Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost). Salary shall be in accordance with the 1998/1999 Management Salary Schedule, Classification B, Dean I/Associate.

Gary Tom, Originator
To: Board of Trustees  
From: Dr. Philip R. Day, Jr., Chancellor  
Subject: Human Resources  
Authorization to amend employment Contract(s)  
(Resolution No. 990527 - L1)

BACKGROUND INFORMATION:

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.

RECOMMENDATION:

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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<thead>
<tr>
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<tr>
<td>Fidelity Guaranty Life</td>
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<tr>
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<td>Met Life</td>
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<tr>
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<tr>
<td>National Health</td>
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<td>Northern Life</td>
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<td>Security First Life</td>
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### b) CUSTODIAL ACCOUNTS

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<td>01134</td>
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<tr>
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</tr>
</tbody>
</table>

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.

James Kendrix, Originator
DATE: May 27, 1999

To: Board of Trustees

FROM: Dr. Philip R. Day Jr., Chancellor

Subject: Human Resources
Reemployment of Service Retirants
Under Education Code Section 24214
(Resolution No. 990527-L2)

Background Information:

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 1999-00 STRS earnings limit is $18,300.

RECOMMENDATION:

Resolved: That effective for the dates shown, the following retirant 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 24214 and appropriate STRS directions.

ALEXANDER, REGINALD July 1, 1999 - June 30, 2000

05/27/99 - L2 page 1
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL
Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1998-1999 (Resolution No: 990527-S1)

BACKGROUND INFORMATION:

The administration has provided the non-exclusive representatives of the specified “Building Trades Supervisory” and “Building Trades” employees 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 Educational Employment Relations Act. The administration has subsequently recommended adjusting the wage rates for “Building Trades Supervisory” and “Building Trades” employees, as set forth in Attachment 1.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the modified wage rates for the “Building Trades Supervisory” and “Building Trades” classifications described in Attachment 1, to be effective on the date specified therein;

FURTHER BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designee(s) are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Originator: Lawrence C. Klein

05/27/99 – S1 page 1
MODIFIED WAGE RATES FOR DISTRICT DESIGNATED
BUILDING TRADES SUPERVISORY AND BUILDING TRADES CLASSIFICATIONS
FOR FISCAL YEAR 1998-1999

I. CLASSIFICATIONS

The modified wage rates as set forth herein shall be applicable to the positions and/or employees designated as “Building Trades Supervisory” or “Building Trades” in the following classifications:

A. BUILDING TRADES SUPERVISORY:
   - 3418 Gardener Assistant Supervisor (vacant)
   - 7226 Carpenter Supervisor I
   - 7238 Electrician Supervisor I
   - 7242 Painter Supervisor I

B. BUILDING TRADES:
   - 3417 Gardener
   - 3428 Nursery Specialist
   - 7342 Locksmith
   - 7344 Carpenter
   - 7345 Electrician
   - 7346 Painter
   - 7347 Plumber
   - 7348 Steamfitter

II. WAGE RATES

The present biweekly wage rates for the above “Building Trades Supervisory” and “Building Trades” classifications shall be amended as follows, retroactive to April 17, 1999.

05/27/99 – S1 page 2
<table>
<thead>
<tr>
<th>Class #</th>
<th>Class Title</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
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<tr>
<td>3417</td>
<td>Gardener</td>
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<td>$1424.00</td>
<td>$1494.40</td>
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<tr>
<td>3418</td>
<td>Gardener Asst. Supe.</td>
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<td>$1725.60</td>
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<td>$1901.60</td>
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<td>3428</td>
<td>Nursery Specialist</td>
<td>$1568.00</td>
<td>$1644.80</td>
<td>$1725.60</td>
<td>$1810.40</td>
<td>$1901.60</td>
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### III. INTENT

This resolution is not intended to modify any other form of compensation, benefits, or other term or condition of employment not specifically enumerated herein.

05/27/99 – S1 page 3
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

Recommend Adopting an Amendment to the Collective Bargaining Agreement between the American Federation of Teachers Local 2121 and the San Francisco Community College District (Resolution No: 990527-S2)

BACKGROUND INFORMATION:

The Collective Bargaining Agreement (“CBA”) between the American Federation of Teachers, Local 2121 (“AFT”) and the San Francisco Community College District (“District”), effective July 1, 1997, through June 30, 2000, provides a “Formula for Allocation of Unrestricted New Revenues Other Than State COLA” (“Formula”) in Academic Year 1998-1999 (and 1999-2000). Representatives of AFT and of the Board of Trustees have concluded the process contemplated by the Formula and wish to amend the CBA to allocate the revenues identified by the parties to specific improvements in the “Compensation/Salaries” and “Fringe Benefits” provisions of the CBA. The Board of Trustees, pursuant to Government Code Section 3547.5, has disclosed at this public meeting the major provisions of the Amendment to the CBA, including costs to be incurred under the CBA for the time period covered by the CBA.

RECOMMENDATION:

RESOLVED: That the Board of Trustees approves, ratifies and adopts the Amendment to the CBA to be effective on the dates specified therein, 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;

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee(s) are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund implementation of this Resolution.

Lawrence C. Klein, Originator

05/27/99 – S2 page 1
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Policy Manual
Amending The San Francisco Community College District Policy Manual Section 2.02-Administrative And Organizational Structure Of The San Francisco Community College District.
(Resolution No. 990527-P1)

BACKGROUND INFORMATION:

At the regular Board meeting in April, proposed changes to the District’s Administrative and Organizational Structure were noticed with an accompanying explanation that any such reorganization was based on how best to serve students. The Chancellor had also reviewed the proposed plan with the various campus constituency groups. The plan would create a new Vice Chancellor For Student Development with a corresponding abolishment of the current Executive Vice Chancellor position. The proposed reorganization would assign student services activities, currently under the supervision of the Provost and Executive Vice Chancellor, to the new Vice Chancellor For Student Development. The title of Provost would change to Vice Chancellor For Academic Affairs, and the title of Chief Operating Officer would correspondingly change to Vice Chancellor of Finance and Administration. Peter Goldstein would continue to function as the College’s Chief Operating Officer, and this would be reflected in his job description. This new title would be more organizationally consistent. He will also serve as the Acting Chancellor in the absence of the Chancellor, in accordance with Board policy.

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. . .

05/27/99 - P1 page 1
RECOMMENDATION:

WHEREAS: Notice was given at a prior meeting (April 29, 1999) 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 2.02 - Administrative and Organizational Structure of the San Francisco Community College District would be acted upon at a subsequent meeting of the Board of Trustees;

RESOLVED: That the San Francisco Community College District Policy Manual Section 2.02 - Administrative and Organizational Structure of the San Francisco Community College District be amended to read as follows, with such changes to be effective July 1, 1999.(NOTE: The current organizational structure affected is labeled Appendix A. The proposed structure affected is labeled Appendix B.)

Ronald Lee, Originator

05/27/99 - P1 page 2
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip Day, Jr., Chancellor

SUBJECT: POLICY
Establishing policies and approving the total educational program of
the City College of San Francisco, San Francisco Community College
District as described in the 1999-2000 College Catalog.
(Resolution No.990527-P2)

BACKGROUND INFORMATION:

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 1998-99 academic year will be
reflected in the 1999-2000 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 1999-2000 college catalog.

RECOMMENDATION:

RESOLVED: The 1999-2000 City College of San Francisco Catalog which set 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.

James E. Cagnacci, Originator
Date: May 27, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: REAL ESTATE
Authorization to Renew Rental Agreement with Option to Purchase
(Resolution No. 990527-W1)

BACKGROUND INFORMATION:

City College of San Francisco Campuses has leased the 1400 Evans Campus from MMI Partners since 1994. While the current lease does not expire for two more years, the owners have offered a lease extension to the College with options to purchase the property. The new lease would be for a ten-year period beginning June 1, 1999, followed by two five-year renewal options. In addition, the owners have offered two consecutive options to the College to purchase the property. The first option begins January 1, 2000 and ends December 31, 2000 at a price of $6.1 million. The second option begins January 1, 2001 and ends December 31, 2001 at $6.28 million. The monthly rent would remain at the current level of $38,000 per month until July 31, 2001 and would be adjusted thereafter in accordance with increases in the Consumer Price Index for San Francisco.

RECOMMENDATION:

RESOLVED: That authorization be given to enter into a 10 year rental agreement with MMI Partners for the property located at 1400 Evans Avenue, at an initial rate of $38,000 per month, with future adjustments based on the Consumer Price Index for San Francisco. Authorization shall also be given to enter into two purchase options for the property, the first option beginning January 1, 2000 and ending December 31, 2000 at a price of $6.1 million. The second option beginning 1/1/01 and ending 12/31/01 at $6.28 million.

05/27/99 – W1 page 1
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.

Peter Goldstein, Originator

05/27/99 – W1 page 2
Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on contracts under $50,000, Office of Contract Education, City College of San Francisco, April 1999.

This report is for information only on contracts that the Office of Contract Education negotiated or amended under $50,000 for the month of April 1999.

- San Francisco Works WICS Cycle II Training (SFW-3) – Contract total $38,870, term April 1, 1999 to August 31, 1999, for basic skills assessment and computer training.

- San Francisco Works LEAP Cycle II Training (SFW-4) - Contract total $41,360, term April 1, 1999 to October 29, 1999, for basic skills assessment and computer training.

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.

DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

RE: INFORMATIONAL REPORT
NO ACTION NECESSARY
Sabbatical Leaves – Fall ’99
Academic Employees

BACKGROUND INFORMATION:

The following academic employees have been granted sabbatical leaves for the Fall 1999 semester under the SFCCD/AFT Local 2121 Contract as indicated:

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Total Fall 1999 Sabbatical Awards: 27
Regular Meeting of the
Board of Trustees of the
San Francisco Community College District
City College of San Francisco
Pierre Coste Dining Room
50 Phelan Avenue
San Francisco
Thursday, June 24, 1999

Open Session - 5:00 p.m.

I. Roll Call
II. Pledge of Allegiance
III. Approval of Minutes
IV. Adoption of Resolutions Agenda
V. Approval of Consent Agenda Items as Listed:

VI. Special Presentations
   A) Women Athletics – Tanako Hagiqara, Women Athletics Director
      POSTPONED

VII. Monthly Financial Report
VIII. Action on Other Resolutions Agenda Items
IX. Report from Constituent Groups
   - Academic Senate
   - Associated Students
   - Classified Senate
XI. Board of Trustees’ Report
XI. Chancellor and Staff Reports

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*c - 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.
XII. Requests to Speak

XIII. Adjournment

FINANCE (Pages 1-90)

GENERAL FUND

B1 - Authorization be hereby given to contract with Jazzland for a food and drink venue in the Press Box of the Phelan Campus from August 1, 1999 through July 31, 2002 with the possibility of a one year renewal option of mutually agreed to by District Administration and Contractor with a daily minimum guarantee to the District as proposed on the boxed area on the attached chart.


B3 - Authorization to augment the contract with Strata Information Group for special services related to the upgrade of the Banner software to City College of San Francisco for the period from July 1, 1999 through December 31, 1999 for a contract extension cost not to exceed $216,500.

B4 - Adoption of Tentative 1999-2000 Budget.

B5 - Authorization is hereby granted to transfer $951,128 in one-time unspent Block Grant Funds (Fund 123845) to the Capital Outlay Fund to help fund the Technology Infrastructure Project (fiber wiring for campus locations).

CAPITAL OUTLAY

B6 - Authorization to extend the contract with Angus Hamer Networking to provide operational technical support to the ITS Department for the wide area network of City College of San Francisco for the period from July 1, 1999 through June 30, 2000 for a total contract cost not to exceed $101,000.

B7 - Authorization for seven Contract Modification(s) Totaling $95,447.09 for Special Services Contract.

B8 - Authorization be given to award a

* c - 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.
construction contract Golden Bay Fence Plus Iron Works, Inc., the lowest responsible bidder for the Project: John Adams Campus Wrought Iron Fence Replacement, located at the John Adams Campus, for a cost of $43,606. This contract will be completed on or before December 31, 1999.

B9  - Authorization be given to contract with Adolph Schmidt General Construction, Inc., at a cost of $6,420, to be completed on or before December 31, 1999.

B10 - Authorization be given to contract with SOHA Engineers, for special services and advice to provide the District with structural engineering services, for the Project: Mission Theater Building Seismic Evaluation for the future Mission Campus at a cost of $12,420, to be completed on or before December 31, 1999.

B11 - Authorization be given to award a construction contract, the lowest responsible bidder for the Project: Shops & Warehouse Facilities Rescope, located at Phelan Campus and 1960 Carroll Avenue, for a cost of $________. This contract will be completed on or before December 31, 2000.

11a - Authorization be given to contract with SOHA Engineers, a Minority Business Enterprise, for special services and advice to provide the District with structural engineering services, for the Project: Chinatown Columbo Building Seismic Evaluation for the future Chinatown Campus at a cost of $17,390, to be completed on or before December 31, 1999.

GRANTS

B12 - Authorization be given to enter into a service agreement with Local 2 to provide translators for the Spanish and Cantonese speaking students that are enrolled in the Hiring Hall Project courses, for the period June 1 through August 31, 1999, total not to exceed $12,000.

B13 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the Private Industry Council of San Francisco to conduct an Occupational program under the provisions of the Job Training and Partnership Act for the period July 1, 1999 through June 30, 2000 for an amount not to exceed $102,250 from Title III and $29,532 from Title IIA.

B14 - Authorization to submit an application

*c - 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.
for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Full-Day Education Program for the fiscal year 1999-2000. Total funding is not to exceed $918,216.

B15 - Authorization to submit an application

or funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal year 1999-00. Total funding is not to exceed $23,211.

B16 - Authorization to receive a resource grant

for equipment or for staff training for school-age program at Grace Child Development.

B17 - Authorization to modify eight existing

Grants totaling $151,425.


B19 - Appropriating all funds receivable for


B20 - Appropriating $34,278 for the


B21 - Appropriating $420,000 for the cal

Grant Program of the City College Financial Aid Program for the Fiscal Year 1999-2000.

B22 - Appropriating $14,572 for the


B23 - Appropriating $118,664 for the


B24 - Appropriating $4,000 for the Cal Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1999-2000.
B25 - Appropriating all funds receivable
For the Federal Pell Grant Program of the City College Financial Aid Program for the Fiscal Year 1999-2000.

B26 - Appropriating $657,820 for the

B27 - Appropriating $34,278 for the

B28 - Approval to pay an honorarium of
$7500 to Dr. Bruce Perry, M.D., Ph.D. for guest speaker service for Child Development conference.

B29 - Authorization to 1) submit an application
for funds, and 2) appropriate all funds receivable upon approval by the California Community Colleges Chancellor's Office Economic Development Funds for the Workplace Learning Resource Center on behalf of the City College of San Francisco, Office of Contract Education, for the period July 1, 1999 through June 30, 2000, not to exceed $178,875.

B30 - Authorization be given to contract
with San Francisco International Airport (SFIA) for providing the Americans with Disabilities Act (ADA) training to employees of the SFIA, for the period June 1, 1999 to December 31, 1999 for a total not to exceed $80,800.

B31 - Authorization to submit an application
for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Part-Day Education Program for the fiscal year 1999-00. Total funding is not to exceed $243,438.

B32 - Authorization to submit an application
for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal year 1999-00. Total funding is not to exceed to $23,211.

B33 - Authorization be given to submit
an application and appropriate all funds receivable upon approval

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*c - 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.
from the Richard and Rhoda Goldman Fund to establish the SouthEast Summer Middle School Program for the period of June 14, 1999 until August 1, 1999 in the amount not to exceed $8,272.

B34 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the California Council for the Humanities to provide funds to establish the Pan American Unity Portable Exhibit for the period of July 1, 1999 until June 31, 2000 in the amount not to exceed $10,000.

B35 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges, VTEA I-C Funding, July 1, 1999 to June 30, 2000, not to exceed $1,257,284.

B36 - Authorization be given to contract with City and County of San Francisco Purchasing Department for providing the customer services assessment and training program to employees of the Purchasing Department, for the period June 1, 1999 to June 30, 2000 for a total not to exceed $75,000.

B37 - Authorization to submit an application and appropriate all funds receivable upon approval from the California Department of Education for ABE and ESL, and ESL Citizenship Programs, under the Workforce Investment Act, Title II, Adult Education and Family Literacy Act, Section 231 (P.L. 105-220), for the period July 1, 1999 to June 30, 2000, for a total not to exceed $881,450.

B38 - Authorization to accept services of the San Francisco Conservation Corps to renovate the outdoor play area of the John Adams Child Development Center. The total cost for the renovation will be $86,000.

B39 - Authorization to (1) submit a renewal application for funds and (2) appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges, Office of Economic Development for a grant to reopen the Small Business Development Center, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $140,550.

B40 - Authorization be given contract with the High/Scope Foundation for $31,056.50 to provide the education and training to CalWORKs participants.

* 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.
Equipment, Supplies & Services (Pages 91-99)

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

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

C3 - Acceptance of Gifts  * c

Human Resources (Pages 100-127)

F1 - Human Resources Academic Educational Administrator.  * c

F2 - Extending Interim Appointment Educational Academic Appointment  * c

F3 - Extending Interim Appointment Non-Educational Academic Administrator.  * c

F4 - Acting Appointment Educational Academic Administrator.  * c

F5 - Appointment Educational Academic Administrator.  * c

F6 - Extending Temporary Exempt Grant-Funded Appointment Educational Academic Administrator  * c

G1-2 - Academic Employees, Credit Program, District Funded  * c

H1 - Academic Employees, Credit Program, Categorically Funded  * c

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.  * c

L2 - Amending Resolution No. 990527 – L2 Reemployment of Service Retirants.  * c

L3 - Reemployment of Service Retirants Under Education Code Section 24214.  * c

N1 - Academic Employees Community Services Classes  * c

* c - 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.
SPECIAL (Pages 128-135)

S1 - Authorizing an Interagency Protocol Agreement with the City and County of San Francisco, San Francisco Police Department for the purpose of clarifying operational responsibilities for investigations of violent crimes occurring on each campus.

S2 - Adjourning the regular monthly meeting of July, 1999 to August, 1999 and authorizing the Chancellor or his designee to take action subject to Board ratification or approval.

S3 - Remove All Links Between the CCSF Server And The Teacher Review Computer.

S4 - Authorization to Submit Final Project Proposal to State Chancellor’s Office.

S5 - Authorization for the San Francisco Community College District to become a member of a joint powers authority.

Real Estate (Pages 136-137)

W1 - Authorization to sublease to the First Chinese Baptist Church of San Francisco, starting August 1, 1999 through February 28, 2000 at a rate of $200 per month at 888 Clay St., San Francisco, California.

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: July 29, 1999
District Office
Auditorium
33 Gough Street

* - It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND Authorization to Contract (Resolution No. 990624-B1)

BACKGROUND INFORMATION:

The District has wanted to utilize a space designed behind the press box for food service to the campus community. To that end, an RFP was developed and advertised in the Independent and a number of other local community newspapers. Ten bidders called for bid packets and six came to an open house of the area to view the space on May 7, 1999. Sealed bids were due to the District by 12:00 noon on Friday, May 14, 1999.

A shared governance task force working on this press box venue reviewed the bids on May 28.

The following five bidders submitted proposals:

Cable Car Coffee
Fabuloso
Jazzland Coffee
Perry’s Joint
SuperCrown Catering

Questions to the bidders included:
1. Proposed daily rent with minimum guarantees Monday thru Fridays, Saturdays and summer sessions.
2. Current San Francisco locations being served.
3. Number of years in food sales and services business.
4. Gross dollar amount of food sales managed per year during past three years.
5. Any Complaints with Better Business Bureau or Health Department in past 3 years.
6. Willingness to offer District a signing bonus.
7. Pictures of other food operations.
8. Proposed menu of items and prices.
On the issue of proposed revenue to District, the five bidders submitted a percent of gross sales with minimum daily revenues for Monday through Thursday and a different amount for Fridays and Saturdays. The attached spreadsheet shows the compensation comparison of the bids.

The task force reviewed compensation, as well as proposed menu and evaluated the bids. Jazzland’s bid was structured around three plans: 1) Two years with two extensions approved by October 1, 1999; 2) Two years with one extension approved by October 1, 1999 and 3) Two years with possible extensions. When calculated according to actual days throughout the academic year and summer school, Jazzland’s offer of a $5,000 bonus in the form of a retractable awning along with their daily minimums and percents represents the best overall compensation. Additionally, the committee felt that the menu presented and the overall concept of food service offered by Jazzland was best. The task force voted to recommend to the Board plan 2) Two years with One extension Approved by October 1, 1999. The following resolution is recommended for adoption:

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Jazzland for a food and drink venue in the Press Box of the Phelan Campus from August 1, 1999 through July 31, 2002 with the possibility of a one year renewal option if mutually agreed to by District Administration and Contractor with a daily minimum guarantee to the District as proposed on the boxed area on the attached chart, and

FURTHER BE IT RESOLVED: That Jazzland will have the right to begin site modifications as of July 1, 1999, but will not be required to pay the daily until sales begin, which will not be later that August 18, 1999, 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.

Stephen J. Herman, Originator
DATE:       June 24, 1999      B2
TO:         Board of Trustees
FROM:       Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Authorization for a General Fund Modification for Special Service Contract
(Resolution No. 990624-B2)

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<tr>
<td>A</td>
<td>SCT 990429-B6</td>
<td>March 15, 1999 through June 30, 1999</td>
<td>$35,500</td>
<td>Extend through December 31, 1999; Add $64,500</td>
<td>$100,000</td>
<td>Modification of total hours from 92 to 500 reflect technical support needed for upgrade to Banner version 3; Mamie How</td>
</tr>
<tr>
<td>B</td>
<td>032599-B5 980917-B4</td>
<td>Development Institute, Inc. for services of Dr. L Denton Crews</td>
<td>August 15, 1998-June 30, 1999</td>
<td>$105,000</td>
<td>$24,000</td>
<td>$129,000</td>
</tr>
</tbody>
</table>

TOTAL - $88,500

RECOMMENDATION:
RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
DATE: April 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of Special Personnel Services Contracts
(Resolution No: 990624-B3)

BACKGROUND INFORMATION:

By Resolution No. 980326-B1, the Board of Trustees authorized a contract extension with STRATA Information Group (SIG) for special services to assist in the implementation of Banner Software at a cost not to exceed $400,000 for the period from July 1, 1998 through June 30, 1999. By Resolution No. 990429-B2, the Board of Trustees approved an amendment to the original contract at a cost not to exceed $434,000. SIG has been providing special services related to the implementation of the Banner software since June 1996, in particular the Banner Student and the Banner Financial Aid modules. The Student module has been in production since Spring 1998 and Financial Aid since Fall 1998. During the past fiscal year, SIG has provided the technical expertise in troubleshooting and resolving issues related to the implementation of the new system to create a more stable operating environment. The services of SIG are required through December 1999 to ensure the successful upgrade of the current version of Banner from 2.1 to version 3. Because City College has made heavy modifications to the baseline Banner product due to local needs, and because there is insufficient management staffing in ITS, technical consulting services are required. ITS is in the process of recruiting to address the management shortage.

The cost of this contract is covered by the ITS Department’s general fund budget, partially from offset with salary savings. The college needs to ensure that the implementation of the Banner upgrade proceeds on schedule to meet Y2K compliance.
RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to augment the contract with Strata Information Group for special services related to the upgrade of the Banner software to City College of San Francisco for the period from July 1, 1999 through December 31, 1999 for a contract extension cost not to exceed $216,500, 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.

Mamie How, Originator

06/24/99 - B3 page 2
ANNUAL BUDGET

1999-2000

Tentative Version

City College of San Francisco

June 24, 1999
Foreword

This document contains the recommended budget and annual plan for fiscal year 1999-2000. This version is the Tentative Budget. As specified by the California Code of Regulations, the governing board of each community college district is required to adopt a tentative budget for the ensuing fiscal year on or before June 30. The code further requires a hearing and the adoption of a final budget on or before the 15th day of September. The Cost-to-Continue Budget, contained herein, is recommended as the Tentative Budget. The Cost-to-Continue Plus Budget is recommended as the Final Budget, subject to confirmation of revenue forecasts and materialization of adequate state budget allocations.
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</tr>
<tr>
<td>Appendix A: Annual Plan 1999-2000</td>
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</tr>
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</table>
District Board of Trustees

Natalie Berg
Robert Burton
Anita Grier, Vice-President
James Mayo
Rodel Rodis
Robert Varni
Lawrence Wong, President
Bharati Narumanchi, Student Trustee

Dr. Philip R. Day, Jr., Chancellor

Planning and Budgeting Council

Anna Wong Peter Degroot Scott Brown Carlota del Portillo
Jose Maestre Attila Gabor Rachel Wood James Kendrix
Leslie Smith Richard Gale Anthony Kenon Larry Klein
Glen Nance David Gallerani Peter Goldstein Stephen Herman
Keith McAllister Joan McClain Frances Lee Dr. Philip R. Day, Jr.
Madeline Mueller Christine Gaddi Don Griffin

Support Staff

James Kendrix Robert Gabriner Denton Crews
Introduction and Budget Message
Chancellor’s Budget Message

This report has been prepared by the Chancellor for the CCSF Board of Trustees and represents a summary of the process and recommendations for the college plans and budgets in the upcoming year, 1999-2000. In this pilot year of the college’s new planning and budgeting process, this report addresses primarily the unrestricted general fund although the Planning and Budgeting Council did review and recommend a level of funding for the Matriculation area which is a restricted fund and does impact on the operational budget of the District on a year to year basis. In future years, it is expected that the process will also include budgetary planning for other restricted funds, as appropriate.

As a conscious effort to integrate planning and budgeting systems for the college, a considerable amount of activity has been devoted this year to restructuring the budget planning process. The CCSF strategic plan and the institutional annual plan established a priority for improving and integrating planning and budgeting. In response to these expectations, the Chancellor has provided conceptual and practical leadership for the new process.

Highlights of the Process

The early part of the current academic year has been devoted to developing and sharing the conceptual framework for planning and budgeting, including a calendar of activities for the pilot year of the process. By late fall, the former Planning and Budgeting Committee had been reconstituted as the Planning and Budgeting Council (PBC), with 21 members representing faculty, classified staff, administrators, and students, and led by the Chancellor as chairperson. The Council has met monthly, sometimes more frequently, and has provided guidance for each of the major activities of the process. The Council assisted in the conceptualization and participation in the listening sessions, held throughout the city at convenient locations during the fall and winter months, and in the development of the Annual Plan for 1999-2000.

Then, the PBC turned its attention to the budget preparation and review process for 1999-2000. With the assistance of support staff (the Business Services Office and the Office of Planning and Research), the PBC received reports and reviewed revenue projections and assumptions as well as current expenditure projections. From this work, budget parameters for the new fiscal year began to emerge.

Simultaneously, the 40 or more senior administrators who compose the major cost center administrators group were convened by the Chancellor, provided with budget planning and preparation materials, and using the Board Approved 1999-2000 Annual Plan as a point of reference were requested to begin developing unit plans and budgets in concert with their cost center managers of which there are more than 200.

In response to the requirements under the new budget process, all cost centers prepared unit plans with operational and developmental objectives and unit budgets for 1999-2000. Major cost centers and administrators also developed planning objectives and rolled-up budgets for their domains. These documents were collated into an overall budget request document. The total of budget requests and needs amounted to approximately $140 million or 7-8% above the previous year. While the level of request was considerably higher than available resources (7-8% versus 2-3%), the aggregate of requests does reflect the degree of unmet need in the institution.

During an all-day meeting in the spring, the PBC heard presentations by major cost center administrators and received the plans and budgets for every area of the college. Following these presentations, the senior administrators for the academic,
student, and administrative areas of the college provided the PBC with a suggested order of priorities in their respective areas. After the budget hearings and a period of discussion, the Chancellor offered overall recommendations of budgetary priorities for which there appeared to be general concurrence among the PBC.

**Highlights of the Annual Plan**

The guideline for developing and setting priorities in the planning and budgeting process is the Annual Plan, a document derived from the priorities of the Strategic Plan and representing the one-year objectives and strategies for the institution to achieve. Approved by the Board of Trustees in January, 1999, the Annual Plan for 1999-2000 was developed with the assistance of the PBC and contains five operational objectives and 16 developmental objectives. The following are some highlights of the developmental objectives in the Annual Plan.

**Enhancing Access**
- Strengthen marketing and enrollment development
- Improve linkages with USD for K-12 education

**Promoting Student Success**
- Implement Partnership for Excellence program
- Improve course delivery and flexible scheduling
- Fill new faculty positions
- Expand access to learning assistance programs and labs

**Improving Satisfaction with College Services**
- Develop improved delivery system for student services
- Improve financial aid
- Expand child care
- Implement technology infrastructure

**Promoting a Supportive and Positive Workplace**
- Remodel college facilities
- Continue to improve morale
- Foster multi-cultural diversity

**Managing Resources Effectively**
- Implement the new planning and budgeting system
- Explore alternative funding sources
- Expand international student enrollment

**Pursuing the Highest Standards of Academic Excellence**
- Complete the accreditation self-study
- Complete the enhanced self-study
- Develop performance-based management and accountability system

**Revenue Projections**
Three-Year Projection. As part of the preliminary process for budget preparation, a long-term forecast of budget revenues and expenses was prepared by the Budget Services Office (see attached Three Year Budget Projection). These projections, based upon clearly identified assumptions, demonstrated that CCSF faces a three-year period in which expenditures at the current level are likely to outpace the forecast of probable revenues, unless the state revenue picture brightens or the formulas for urban community colleges are adjusted or the college embarks on a planned program of enrollment growth. (This analysis has led to several initiatives with respect to the three options identified, including an effort to become more accountable for FTES monitoring, planning and development.) The projections suggest that over a three-year period the college’s unrestricted resources might increase from $129 million to $134.5 million, however expenditures could increase from $127 million to $135.6 million, leaving a deficit in excess of $1 million (the difference between projected expenses and projected revenue).

Offsetting this cautionary projection, CCSF has been able over the past three years to reverse deficit spending (the amount of deficit spending in 1996-97 was nearly $6.8 million resulting in the college being “put on watch” by the state chancellor’s office) and achieve a positive balance (the ending balances in 1997-98 has lifted the “watch” and 1998-99 appears to continue the pattern of positive balances). The message in the three-year historic data is that the college can close the gap between expenses and revenue through frugal fiscal management and the challenge of the three-year future projection is to continue this practice.

One-Year Projections. In developing budgets for 1999-2000, the Chancellor and the PBC have been guided mainly by the anticipated level of recurring state revenue as presented in the Governor’s initial budget request. In January, the Governor’s budget for community colleges initially included 1.83% for COLA and 2.5% for growth. These amounts were noticeably less than the 3% COLA and 4% growth requested by the State Chancellor’s Office. (It should be noted that CCSF is not entitled to a full 2.5% increase for growth, since CCSF is subject to a cap in growth that has ranged from 1.0 to 1.7% in recent years). Also, in the Governor’s initial budget there was only a negligible amount in the Partnership for Excellence Program ($10 million instead of $100 million).

On the 14th of May, the Governor released a modified state budget termed the “May Revision.” In this new budget, despite the Governor’s forecast of revenue levels that are higher than in the January budget, the community colleges do not fare as well in the May Revision as in the initial January budget. The new budget represents a marginal increase of $18.1 Million over the January budget (including a decrease in COLA from 1.83% to 1.41 %). Since the Governor’s budget has moved through the legislative committees, and since both the Senate, the Assembly, and the Conference Committees are already on record as supporting an increase for the community colleges above the Governor’s January budget, it seems premature to recommend adjusting CCSF revenue projections downward. Thus, the following two scenarios are reflective of CCSF’s potential resource availability in 1999-2000 – one a conservative scenario, the other a moderate scenario.

Scenario A Revenue Projection. In addition to the state revenue picture, CCSF budget planning for 1999-2000 has been based upon the following assumptions:

- CCSF will not achieve significant enrollment growth and related revenue
- Sales tax revenues will increase by 2.5% or $273,431
- Lottery income will increase by $100,000
- Non-resident tuition will increase by $300,000
- Interest income will increase by $100,000
Partnership for Excellence program will yield an additional $350,000

The factors associated with revenue assumptions, as identified above, suggest that CCSF can only anticipate unrestricted revenue of approximately $128 million in 1999-2000 compared to the current year’s $126.3 million, an increase of only 1.4%. CCSF will however realize approximately $2.883 million in carry-over funds which provides an opening balance in that amount to supplement earned revenue. Thus, the total anticipated revenue for 1999-2000 will be the sum of the unrestricted revenue and carry-over funds, which is a “mildly conservative” projection of $131 million—the most prudent revenue amount for budget planning in the new fiscal year. This amount is recommended as the parameter for the basic budget in 1999-2000 (see “cost-to-continue” budget in Exhibits C and D).

**Scenario B Revenue Projection.** It is a possibility that college revenues might be increased in the new fiscal year by an additional $2.2 million, should the following conditions occur:

- Increased sales tax income, for an additional $350,000
- Increased enrollment growth and corresponding state revenue for an additional $500,000
- New PFE funding for an additional $1.1 million
- Prior year recalculation adjustment of $250,000

Actual achievement of this level of revenue is a matter of considerable uncertainty at this time. Only after the legislature and governor produce an approved state budget will the college know the true level of state revenue to expect. Only after the fall term will the college have a reliable picture of enrollment-growth revenue and additional sales tax revenue. Therefore, it is expected that the Chancellor and the PBC will review the revenue picture after the academic year is underway in order to determine whether resources above the basic, conservative level will be available. If additional funds do become available, the Chancellor will authorize additional expenditures in the new fiscal year consistent with the “moderate” level projection of $133.2 million (see “cost-to-continue plus” budget in Exhibits C, D, and E).

**Recommendations for Unrestricted General Fund Budget, 1999-2000**

The recommendations of the Chancellor and the PBC are presented in two levels, each reflecting the level of revenues that might be available in 1999-2000. It is apparent that revenue projections require a multi-level approach to budget allocations—a basic or “conservative” level and an improved or “moderate” level—in order to achieve a balanced budget within the parameters of a limited and evolving level of resources available. The following are highlights for each budget level. The detailed recommendations are listed in Exhibits C, D, and E.

**Cost-to-Continue Budget:** a basic budget which comprises a roll-over of current expenses plus salary increases and adjustments, and conforming to the conservative resource estimate

- Continues operational expenditures ongoing from the prior fiscal year
- Includes 85 new/replacement positions and other initiatives as approved under PFE funding and ongoing funding
- Includes vacant/funded positions and step increases
- Provides for anticipated COLA adjustment
- Includes formula wage adjustment for anticipated ending balance
- Includes an adjustment for accreditation and tenure review

**Cost-to-Continue Plus Budget:** a moderate budget which includes the funding of the highest order of priorities proposed in the budget planning process and
recommended in budget review, and dependent on additional resource availability

- Includes $833,663 for strengthened and enhanced academic programs and support services
- Includes $100,000 for general items such as faculty/staff travel, classified senate support, and governmental relations activities
- Includes $165,000 for strengthened student and support services (see endnote on this item)
- Includes $685,000 for strengthened operations and administrative support services

It should be noted in the detailed budget projections for each of the proposed budget levels that while revenue and expenses are generally in balance for each level there is no significant carry-over to be used as income in the subsequent year (e.g. approximately $2.5 to $2.8 million has been available for this purpose during the last two years and has enabled the college to live above its normal revenue level). In the coming year(s), we will continue to effectively manage our fiscal resources and exercise prudence in spending in order to sustain an ending balance commensurate with our long term budgetary goals.

**Conclusion**

In summary, it is recommended that the CCSF budget for 1999-2000 reflect the two scenarios of resource projections:

1. With available resources of $131 million (scenario A), the budget expenditures will conform to the Cost-to-Continue Budget, as prescribed in the attached recommendations.

2. With available resources of $133.2 million (scenario B), the budget expenditures will conform to the higher expenditure levels of the Cost-to-Continue Plus Budget, as presented in the attached recommendations.

**Endnote on Student Support Recommendation for $165,000:**
The funds in this area are specifically for supporting the student development functions reporting to the Executive Vice Chancellor (admissions, registration/records, and financial aid). Additional support for student development activities is also included in functions reporting as academic programs and services under the Provost. Student development services are receiving significant continuing support also from funds allocated from the Partnership for Excellence allocation. For these reasons and because the reorganization of student services is pending and the proposed enhanced self-study process is dedicated to a review of students, it is felt that additional fiscal recommendations for student services should evolve from the planned activities rather than appear in the current budget recommendations.
Exhibit A: Budget Summary
## Budget Summary 1999-2000

### Unrestricted General Fund

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<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td><strong>Projected Resources</strong></td>
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<td></td>
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<tr>
<td>Beginning Balance</td>
<td>2,463,094</td>
<td>2,883,000</td>
<td>2,883,000</td>
</tr>
<tr>
<td>Projected Revenues</td>
<td>127,294,495</td>
<td>128,158,133</td>
<td>130,358,133</td>
</tr>
<tr>
<td><strong>Total Resources</strong></td>
<td>129,757,589</td>
<td>131,041,133</td>
<td>133,241,133</td>
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<tr>
<td><strong>Projected Expenditures</strong></td>
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<td>Basic Expenditures</td>
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<td>132,458,227</td>
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<td>Anticipated Savings</td>
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<td>-1,300,000</td>
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<td>Recommended Additional Expenditures</td>
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<td>+1,783,963</td>
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<td><strong>Recommended Budget</strong></td>
<td>130,758,227</td>
<td>132,942,190</td>
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<td><strong>Projected Ending Balance</strong></td>
<td>2,883,000</td>
<td>282,906</td>
<td>298,943</td>
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*City College of San Francisco*
### Budget Summary 1999-2000 (Continued)

**Other Restricted Funds**

**State Sources**

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<td>AB 1725 Staff Development</td>
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<td>AB 1725 Staff Diversity</td>
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<td>34,787</td>
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<td>BFAP</td>
<td>113,065</td>
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<td>Cal Works</td>
<td>1,801,506</td>
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<td>DSPS Excess Cost</td>
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<td>EOPS</td>
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<td>EOPS/CARE</td>
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<td>TANF</td>
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<td>Matriculation - Credit</td>
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<td>Matriculation - Non Credit</td>
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<td>TTIP</td>
<td>271,270</td>
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<td>Instructional Equipment Allocation</td>
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<td><strong>Total State Sources</strong></td>
<td><strong>8,146,586</strong></td>
<td><strong>7,331,927</strong></td>
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* Budgets for 1999-2000 are calculated at 90% of 1998-99 for all restricted programs funded by state sources.
### Local Sources

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<td>Continuing Ed Fees *</td>
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<td>ESL Institute</td>
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<td>Parking Fees</td>
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<tr>
<td>Student Health Fees *</td>
<td>915,000</td>
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<tr>
<td>ESL Processing Fees *</td>
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<td>JTPA Assessment Fees</td>
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<td>Cafeteria (100%)</td>
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<td>Contract Ed (100%)</td>
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<tr>
<td>Grant Services (100%)</td>
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<tr>
<td><strong>Total Local Sources</strong></td>
<td><strong>4,741,448</strong></td>
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</table>

* Budgets for 1999-2000 are calculated at 90% of 1998-99 for the restricted programs marked

### Child Development

<table>
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<td>Center Based</td>
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<td>State Preschool</td>
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<td><strong>Total Child Development</strong></td>
<td><strong>745,604</strong></td>
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</table>

* Budgets for 1999-2000 are calculated at 90% of 1998-99 for the restricted programs marked
Exhibit B: Schedule of Revenue
## Schedule of Revenue

### Unrestricted General Fund, 1999-2000

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<tr>
<th></th>
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<td>State - General Apportionment</td>
<td>$63,169,676</td>
<td>$64,363,671</td>
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<td>State - Growth</td>
<td>(1,037,492)</td>
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<td>500,000</td>
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<td>State - COLA</td>
<td>2,231,487</td>
<td>1,426,974</td>
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<td><strong>Sub-Total State Apportionment</strong></td>
<td>64,363,671</td>
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<td>66,290,045</td>
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<td>Local Property Taxes</td>
<td>32,852,139</td>
<td>32,852,139</td>
<td>32,852,139</td>
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<tr>
<td>Student Enrollment Fees</td>
<td>3,988,055</td>
<td>3,988,055</td>
<td>3,988,055</td>
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<tr>
<td><strong>Total District General Revenues</strong></td>
<td>101,203,865</td>
<td>102,630,839</td>
<td>103,130,839</td>
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<tr>
<td>Lottery</td>
<td>3,900,000</td>
<td>4,000,000</td>
<td>4,000,000</td>
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<td>Sales Tax</td>
<td>10,937,253</td>
<td>11,210,684</td>
<td>11,560,684</td>
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<td>Non-Resident</td>
<td>4,500,000</td>
<td>4,600,000</td>
<td>4,600,000</td>
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<td>Other (9)</td>
<td>3,111,005</td>
<td>1,710,000</td>
<td>1,960,000</td>
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<td>Partnership for Excellence</td>
<td>3,642,372</td>
<td>4,006,610</td>
<td>5,106,610</td>
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<td><strong>Sub-Total Other Revenue</strong></td>
<td>26,090,630</td>
<td>25,527,294</td>
<td>27,227,294</td>
</tr>
<tr>
<td><strong>Total Unrestricted Revenue</strong></td>
<td>127,294,495</td>
<td>128,158,133</td>
<td>130,358,133</td>
</tr>
<tr>
<td>Beginning Balance</td>
<td>2,463,094</td>
<td>2,883,000</td>
<td>2,883,000</td>
</tr>
<tr>
<td><strong>Total Resources</strong></td>
<td>129,757,589</td>
<td>131,041,133</td>
<td>133,241,133</td>
</tr>
</tbody>
</table>
Exhibit C: Schedule of Expenditures by Object for (Cost-to-Continue) and (Plus) Budgets
Schedule of Expenditures by Object for (Cost-to-Continue) and (Plus) Budgets

Unrestricted General Fund, 1999-2000

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Projected Expenditures</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1000 Academic</td>
<td>66,231,139</td>
<td>67,706,293</td>
<td>67,706,293</td>
</tr>
<tr>
<td>2000 Classified</td>
<td>24,808,413</td>
<td>27,398,621</td>
<td>27,398,621</td>
</tr>
<tr>
<td>3000 Fringe</td>
<td>17,167,598</td>
<td>17,940,263</td>
<td>17,940,263</td>
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<tr>
<td>4000 Supplies</td>
<td>1,957,543</td>
<td>2,041,359</td>
<td>2,041,359</td>
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<tr>
<td>5000 Operating Expense</td>
<td>10,561,012</td>
<td>10,025,324</td>
<td>10,025,324</td>
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<tr>
<td>6000 Capital</td>
<td>2,000,376</td>
<td>2,143,889</td>
<td>2,143,889</td>
</tr>
<tr>
<td>7000 Other Outgo</td>
<td>3,541,100</td>
<td>4,802,478</td>
<td>5,202,478</td>
</tr>
<tr>
<td>0000 Encumbered</td>
<td>111,782</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>126,874,589</strong></td>
<td><strong>132,058,227</strong></td>
<td><strong>132,458,227</strong></td>
</tr>
<tr>
<td>Anticipated Savings</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unfilled faculty positions</td>
<td>(300,000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anticipated personnel savings</td>
<td>(1,000,000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Reductions</strong></td>
<td><strong>(1,300,000)</strong></td>
<td></td>
<td><strong>(1,300,000)</strong></td>
</tr>
<tr>
<td>Recommended Additional Expenditures</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provost Area</td>
<td>833,633</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chief Operations Area</td>
<td>685,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Exec Vice Chancellor Area</td>
<td>165,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Items</td>
<td>100,300</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Recommendations</strong></td>
<td><strong>1,783,963</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------------</td>
<td>-----------------------------------</td>
<td>--------------------------------------</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Recommended Budget for 1999-2000</td>
<td>130,758,227 132,942,190</td>
<td></td>
</tr>
</tbody>
</table>

**Expenditures Explanations:**

1. Cost-to-Continue Expenditures Budget includes vacant/funded positions and step increases, the anticipated 1.41% COLA adjustment and formula wage adjustment for anticipated ending balance, an adjustment for accreditation and tenure review.
2. Actual year-end costs for 1998-99 may modify the Cost-to-Continue object categories but will not change the total projected expenditure budget.
3. Cost-to-Continue Plus Budget includes also the Chancellor/PBC Recommendations (see Exhibit D).
4. Cost-to-Continue Plus Additions are not shown in object codes at this time, pending approval of funding and subsequent allocation to the appropriate accounts.
Exhibit D: Schedule of Additional Expenditures Recommended for Cost-to-Continue Plus Budget
<table>
<thead>
<tr>
<th>Area</th>
<th>Amount</th>
<th>Description</th>
<th>Annual Plan Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provost</td>
<td>350,400</td>
<td>Fund an expanded summer schedule/SF Police Department</td>
<td>Dev 7.1</td>
</tr>
<tr>
<td></td>
<td>50,972</td>
<td>Fund approved positions (Broadcasting position and Articulation Director)</td>
<td>Dev 8.1, 3.1</td>
</tr>
<tr>
<td></td>
<td>36,000</td>
<td>Provide basic supplies budget for each unit</td>
<td>Dev 12.5</td>
</tr>
<tr>
<td></td>
<td>76,500</td>
<td>Hire classified support for departments that have none</td>
<td>Oper 1</td>
</tr>
<tr>
<td></td>
<td>24,000</td>
<td>Establish a maintenance and repair budget for each school/campus</td>
<td>Oper 4</td>
</tr>
<tr>
<td></td>
<td>31,000</td>
<td>Convert Distance Education Coordinator part-time to full-time</td>
<td>Dev 10.6</td>
</tr>
<tr>
<td></td>
<td>67,000</td>
<td>Allocate funds to pilot on-line courses</td>
<td>Dev 10.2</td>
</tr>
<tr>
<td></td>
<td>25,291</td>
<td>Fund support staff to open Downtown and Mission campuses on Saturdays</td>
<td>Dev 5.1</td>
</tr>
<tr>
<td></td>
<td>15,000</td>
<td>Fund Admissions/Enrollment clerks evenings and Saturdays</td>
<td>Dev 9.1</td>
</tr>
<tr>
<td></td>
<td>30,000</td>
<td>Lengthen work periods of classified staff in schools/departments</td>
<td>Oper 1</td>
</tr>
<tr>
<td></td>
<td>25,000</td>
<td>Support expanded supplies budgets for deans of schools/campuses</td>
<td>Dev 12.5</td>
</tr>
<tr>
<td></td>
<td>25,000</td>
<td>Provide staffing support for Family Resource Center</td>
<td>Dev 9.3</td>
</tr>
<tr>
<td></td>
<td>15,000</td>
<td>Expand Latino Scholars Institute course offerings at Mission High School</td>
<td>Dev 9.1</td>
</tr>
<tr>
<td></td>
<td>30,000</td>
<td>Upgrade the Study-Abroad Coordinator from half to full time</td>
<td>Dev 14.3</td>
</tr>
<tr>
<td></td>
<td>4,500</td>
<td>Expand the work period in the Scholarship Office to 12 months</td>
<td>Dev 9.4</td>
</tr>
<tr>
<td></td>
<td>28,000</td>
<td>Convert two p/t positions to one f/t International Student Counselor</td>
<td>Dev 14.3</td>
</tr>
</tbody>
</table>

Sub-total 833,663

*“Oper” refers to operational objectives and “Dev” refers to developmental objectives in the Annual Plan.*
## Schedule of Additional Expenditures (Continued)

<table>
<thead>
<tr>
<th>Area</th>
<th>Amount</th>
<th>Description</th>
<th>Annual Plan Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Operating Officer</td>
<td>75,000</td>
<td>Hire two additional custodians</td>
<td>Dev 11.5</td>
</tr>
<tr>
<td></td>
<td>18,000</td>
<td>Hire Stationary Engineer for full year</td>
<td>Dev 11.5</td>
</tr>
<tr>
<td></td>
<td>32,000</td>
<td>Secure Startel Switchboard for Y2K compliance</td>
<td>Oper 4</td>
</tr>
<tr>
<td></td>
<td>88,000</td>
<td>Hire Bursar</td>
<td>Dev 13</td>
</tr>
<tr>
<td></td>
<td>51,000</td>
<td>Allocate funds for supplies in payroll and accounting</td>
<td>Oper 4</td>
</tr>
<tr>
<td></td>
<td>88,000</td>
<td>Hire Lead programmer in ITS</td>
<td>Dev 10.7</td>
</tr>
<tr>
<td></td>
<td>24,000</td>
<td>Hire new payroll person</td>
<td>Oper 4</td>
</tr>
<tr>
<td></td>
<td>190,000</td>
<td>Hire two ITS managers</td>
<td>Dev 10.1, 10.3</td>
</tr>
<tr>
<td></td>
<td>55,000</td>
<td>Hire telephone tech support person</td>
<td>Dev 10.7</td>
</tr>
<tr>
<td></td>
<td>45,000</td>
<td>Hire Benefits Assistant</td>
<td>Oper 4</td>
</tr>
<tr>
<td></td>
<td>18,000</td>
<td>Hire half-time secretary for Business Office</td>
<td>Oper 4</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Sub-total</strong></td>
<td><strong>685,000</strong></td>
</tr>
<tr>
<td>Exec Vice Chancellor</td>
<td>50,000</td>
<td>Fund overtime in A&amp;R</td>
<td>Oper 2</td>
</tr>
<tr>
<td></td>
<td>65,000</td>
<td>Secure imaging equipment for A&amp;R</td>
<td>Oper 2</td>
</tr>
<tr>
<td></td>
<td>50,000</td>
<td>Fund supplies for printing and mailing grades, transcripts, etc.</td>
<td>Oper 2</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Sub-total</strong></td>
<td><strong>165,000</strong></td>
</tr>
</tbody>
</table>
## Schedule of Additional Expenditures (Continued)

<table>
<thead>
<tr>
<th>Area</th>
<th>Amount</th>
<th>Description</th>
<th>Annual Plan Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Items</td>
<td>20,000</td>
<td>Expand travel for faculty from $30,000 to $50,000</td>
<td>Oper 1</td>
</tr>
<tr>
<td></td>
<td>5,000</td>
<td>Expand travel for administrators from $25,000 to $30,000</td>
<td>Oper 1,2,4</td>
</tr>
<tr>
<td></td>
<td>3,300</td>
<td>Provide supplies/travel budget for Classified Senate</td>
<td>Oper 5</td>
</tr>
<tr>
<td></td>
<td>72,000</td>
<td>Provide for f/t staff in Governmental Relations</td>
<td>Oper 5</td>
</tr>
<tr>
<td><strong>Sub-total</strong></td>
<td><strong>100,300</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,783,96</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recommendations</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Exhibit E: Schedule of Expenditures by Object for Restricted Matriculation Fund
### Schedule of Expenditures by Object for Restricted Matriculation Fund

#### Credit Matriculation

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 Academic Salaries</td>
<td>467,732</td>
<td>505,242</td>
</tr>
<tr>
<td>2000 Classified</td>
<td>427,693</td>
<td>453,336</td>
</tr>
<tr>
<td>3000 Fringes</td>
<td>160,000</td>
<td>155,000</td>
</tr>
<tr>
<td>4000 Supplies</td>
<td>38,963</td>
<td>14,000</td>
</tr>
<tr>
<td>5000 Operating Expense</td>
<td>45,000</td>
<td>53,700</td>
</tr>
<tr>
<td>6000 Capital Outlay</td>
<td>65,000</td>
<td>2,000</td>
</tr>
<tr>
<td>7000 Other Outgo</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,204,388</strong></td>
<td><strong>1,183,278</strong></td>
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</tbody>
</table>
Schedule of Expenditures by Object for Restricted Matriculation Fund (Continued)

Non-Credit Matriculation

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>1000 Academic Salaries</td>
<td>495,424</td>
</tr>
<tr>
<td>2000 Classified</td>
<td>706,073</td>
</tr>
<tr>
<td>3000 Fringes</td>
<td>196,385</td>
</tr>
<tr>
<td>4000 Supplies</td>
<td>66,300</td>
</tr>
<tr>
<td>5000 Operating Expense</td>
<td>61,821</td>
</tr>
<tr>
<td>6000 Capital Outlay</td>
<td>146,800</td>
</tr>
<tr>
<td>7000 Other Outgo</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,672,803</strong></td>
</tr>
</tbody>
</table>
Budget Resolutions for Adoption
Budget Resolutions for Adoption

President and Members of the Board of Trustees:

The California Code of Regulations requires the governing board of each community college district to adopt a tentative budget for the ensuing fiscal year on or before June 30 and on or before the 15th day of September to adopt a final budget. In addition, a public hearing must be conducted on the final budget which must be made available to the public for inspection at least three days before the hearing. Furthermore, the final budget cannot be adopted by the governing board of the district until after the public hearing has been held.

Given the uncertainty of the final state budget, the Chancellor and the Planning/Budgeting Council have prepared two budgets for the Unrestricted General Fund, 1999-2000, reflecting the levels of revenues that might be available. The Cost-to-Continue Budget is a basic budget which comprises a roll-over of current expenses plus salary increases and adjustments, plus anticipated savings, and conforms to the conservative resource estimate. This budget is the subject of the resolution for a tentative budget. The Cost-to-Continue Plus Budget is an improved, moderate budget which includes the funding of the highest order of priorities proposed in the budget planning process and recommended in budget review, and is dependent on additional resource availability. This budget is intended to be the subject of a subsequent resolution for a final budget.

Both of these budgets are contained in the Annual Budget Proposal for 1999-2000, to be presented to the Board of Trustees at the June 24, 1999, meeting.

Tentative Budget for 1999-2000: Cost-to-Continue

The Tentative 1999-2000 Budget for the General Fund Unrestricted is based on projected revenue and resources totaling $131,041,133 of which $128,158,133 represents the sum of state and local allocations and fees and $2,883,000 represents the prior year’s ending balance. The Restricted Funds (grants) budgets for 1999-2000 have been funded at 90% of the prior year’s allocation.

The General Fund Unrestricted Expenditure Budget for 1999-2000 is currently projected at $130,758,227 which includes basic continuing costs, funding of vacant positions and step increases, the anticipated 1.41% COLA adjustment and formula wage adjustment for anticipated ending balance, and an adjustment for accreditation and tenure review. The District is also planning for an ending balance at June 30, 2000 totaling $282,906 which will become the beginning balance for the 2000-2001 fiscal year budget.

Final Budget for 1999-2000: Cost-to-Continue Plus

Upon completion of the state budget, recommended adjustments to the District’s revenue and expenditure budgets will be reviewed in comparison to the proposed Cost-to-Continue Plus Budget, as recommended by the Chancellor and the Planning/Budgeting Council, and submitted to the Board of Trustees at the September 24, 1998 meeting. The final budget would be projected at $132,942,190 and would include the additional priorities recommended by the Chancellor and the Planning/Budgeting Council.

The recommended Tentative 1999-2000 Budget, as proposed by the Chancellor and submitted to the Board of Trustees for approval, is as follows.

Part 1: Adoption of the 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 Cost-to-Continue Budget for 1999-2000, hereinafter termed the Tentative Budget 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               | 128,158,133 |
| Add Beginning Balance            | 2,883,000   |
| Total Estimated Revenue          | 131,041,133 |

General Fund-Unrestricted Expenditure Appropriations

| Estimated Expenditures          | 132,058,227 |
| Less: Anticipated Savings       | 1,300,000   |
| Total Estimated Expenditures    | 130,758,227 |

Projected 6/30/00 unrestricted ending balance 282,906

Current Board Designated Reserve 3,750,000
Planned Board Designated Reserve 6/30/00 3,750,000

Restricted Funds:(Revenue and Expenditures)

| State                             | 7,331,927 |
| Local,Fee + Service Based        | 4,406,543 |
| Child Development                | 671,044   |
| Capital Outlay                   | 0         |
| Total Restricted                 | 12,409,514 |

Section 2

Any action taken by the Board of Trustees at its meeting of June 24, 1999 shall be incorporated in the Tentative 1999-2000 Budget and a copy of the Tentative 1999-2000 Budget 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 Tentative Budget are hereby appropriated to the several funds and departments indicated in the Tentative Budget for the purpose of meeting expenditure appropriations provided in the Tentative Budget. These proposed expenditure are hereby appropriated to the funds and departments enumerated in the Tentative 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 Tentative 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 1999-2000 Expenditures, and 1999-2000 Income sections of the budget. All entries concerning the 1999-2000 Expenditures section shall be in accordance with the total proposed expenditures included in the Tentative 1999-2000 Budget 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 Tentative Budget become available, such excess revenues will be budgeted according to the recommendations contained in the Cost-to-Continue Plus Budget, as presented in the proposed Annual Budget for 1999-2000.

Section 7 The Chancellor and Chief Operating Officer are hereby authorized and obligated to the Administrative Provisions as contained in the attachment to this resolution entitled, Administrative Provisions, 1999-2000.

Part 2: 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 1999-2000 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 3: 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 1999-2000 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:
Dr. Philip R. Day, Jr.
Chancellor

Section 1  Because total appropriations contained in the Tentative 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 Tentative 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 may be used to provide 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 for a permanent classified position. Funds provided in the Tentative Budget for permanent certificated positions may be with the approval of the Chancellor and Chief Operating Officer transferred to other certificated positions.

Section 7 Surpluses existing in appropriations made for permanent positions in the Tentative 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 1999.

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.
Appendix
The Annual Plan is based primarily upon the College’s Strategic Plan plus other recent College plans, program reviews, studies and, most recently, college-sponsored listening sessions. The Annual Plan serves as an operational version of the College’s plans for a one-year period; it consists of a set of institutional objectives that are to be achieved by the College through the efforts of its various college units and their regular budgets. Thus, the unit plans are linked to the annual plan, just as the annual plan is linked to the College’s overall Strategic Plan. Implementation will follow established college processes and procedures.

The annual institutional objectives are developed in two categories: Basic Operational Objectives (maintenance of effort objectives) and Developmental Objectives (growth objectives as well as new initiatives). The developmental objectives are mostly drawn from the strategic priorities that are to be addressed in 1999/2000 as stated in the College plans cited in the parentheses.

Progress in achieving these objectives will be evaluated during a mid-year and end of year evaluation review. The College recognizes that periodic changes in objectives also will be necessary to adapt to new unanticipated situations. All major cost centers at the college will discuss their progress and achievements and their assessment will be incorporated into the mid-year and final end of year reports.

Operational Objectives

These objectives represent the basic maintenance-of-effort activities of the institution and account for a sizable level of the institutional resources and efforts.

1. To provide high quality educational programs and courses for associate degrees, transfer to baccalaureate institutions, career education and workforce training, English as a Second Language, adult high school diploma, non-credit, and cultural enrichment, lifelong learning.
2. To provide high quality student development and educational services in areas of financial aid, student information, admissions and records, matriculation, advisement, counseling, career and job placement, child care, academic support, and library and learning, resources.
3. To provide high quality extra-classroom opportunities in areas of cultural, recreational and educational activities.
4. To provide high quality services in the areas of fiscal affairs, facilities management, data processing, enrollment management, public information, comprehensive planning, research, institutional effectiveness and assessment, fund raising and grants, personnel management, academic management, faculty/staff development, and executive leadership.
5. To continue to maintain a high level commitment to college shared governance for faculty, classified staff, students and administrators.

Developmental Objectives

These objectives represent the improvement and expansion activities of the institution and account for varying levels of institutional resources and effort. The developmental
objectives are organized under the six institutional goals established in the college Strategic Plan. They are:

1. Enhance Access to City College of San Francisco
2. Promote Student Success in Achievement of Educational Goals
3. Improve Satisfaction with College Services
4. Promote a Supportive and Positive Workplace
5. Manage Resources Effectively
6. Pursue Highest Standards of Educational Excellence

The sources for the Annual Plan objectives are listed in parenthesis in italics.

Enhance Access to City College of San Francisco

1. Establish a systematic enrollment development and management planning effort
   1.1 Develop and implement an enrollment development plan including marketing, recruitment and outreach (Listening Sessions)
   1.2 Develop and implement an enrollment management plan including a review of registration priorities, Title V regulation parameters, class scheduling, course cancellation, etc. (Listening Sessions)

2. Expand recruitment and outreach to residents of San Francisco
   2.1 Establish office to coordinate outreach and recruitment program throughout the District (Listening Sessions)
   2.2 Develop plan to increase visibility and image of college programs and services within City and County of San Francisco (Listening Sessions)

3. Expand and improve linkages with high schools
   3.1 Expand number of articulation agreements with SFUSD (SPS-2.F.1)
   3.2 Continue to develop School to Career pathway agreements with SFUSD and employers (SPS-2.F.1)
   3.3 Expand number of programs with high schools (SPS-2.F.1)
   3.4 Explore opportunities for joint Board and staff meetings at least once a year with SFUSD (Chancellor)

Promote Student Success in Achievement of Educational Goals

4. Implement and evaluate Partnership for Excellence-funded initiatives
   4.1 Initiatives related to faculty (see PFE Funding List)
   4.2 Initiatives related to technology and staffing for computer labs (see PFE Funding List)
   4.3 Initiatives related to library and learning resources (see PFE Funding List)
   4.4 Initiatives related to use of students in various capacities (see PFE Funding List)
   4.5 Other initiatives (see PFE Funding List)

5. Improve delivery of educational services
   5.1 Investigate feasibility of establishment of flexible scheduling and programming such as a weekend college, modularized programs, etc. (SPS-2.F.1/Listening Sessions)
   5.2 Review and revise GED Assessment and Testing program (Chancellor/Academic Senate)
5.3 Establish additional linkages between non-credit ESL and Transitional Studies programs and vocational/technical programs (ESL/TS Plan.)
5.4 Examine feasibility of establishing college-wide career services program (SPS-2.C.3)
5.5 Continue to promote multi-cultural diversity through college programs (Board of Trustees)
5.6 Review vocational/technical programs to align with requirements of Workforce Investment Act (Listening Sessions)

6. Complete Title III projects and begin preparation for new grant application
6.1 Complete teaching and learning projects for Year 5 (Title III plan)
6.2 Completion of college decision-support system to support institutional decision-making and institutional effectiveness (Title III plan)
6.3 Review Title III components supporting application of technology to teaching and learning, and decision-support system and institutionalize appropriate components (Title III plan)

7. Review and develop the College’s organizational capacity to develop a comprehensive workforce education and economic development effort
7.1 Increase institutional responsiveness to economic development trends and workforce demands (CityWorks/Listening Sessions)
7.2 Expand collaboration with business and industry to review and update programs and services (CityWorks/Listening Sessions)
7.3 Expand or create educational delivery systems to address the changing needs for workforce training and education (CityWorks/Listening Sessions)
7.4 Provide leadership in regional economic development and workforce training efforts (CityWorks/Listening Sessions)

8. Hire new and replacement faculty for college educational programs
8.1 Recruit qualified diverse applicants to college hiring pools (SPS-5.C.2)
8.2 Pursue diversity hiring (SPS-5.C.3)
Improve Satisfaction with College Services

9. Plan and develop a comprehensive and improved delivery system of student support services
   9.1 Improve delivery of matriculation services (admissions, assessment, counseling, advising, transfer and placement) (SPS-1.A.1.2.)
   9.2 Continue to develop and revise matriculation services to non-credit programs (SPS-2.D.2)
   9.3 Expand child care programs (SPS-1.A.3)
   9.4 Improve financial aid services (SPS-1.A.1)

10. Begin the installation of a college wide technology infrastructure and increase opportunities to use technology by faculty, staff and students
    10.1 Install college-wide communications network infrastructure (SPS-3.A)
    10.2 Provide technical support for offices, labs and classrooms including on-line support, help desk and traveling support (SPS-3.A)
    10.3 Continue Banner training for administration, faculty and staff (SPS-3.A)
    10.4 Continue development of Technology Learning Center (SPS-3.A)
    10.5 Establish Education Technology Office (Ed Tech Plan)
    10.6 Continue staff development training program for faculty, staff and administrators (SPS-3.B)
    10.7 Improve delivery of student services through technology (SPS-3.D)

Promote a Supportive and Positive Workplace

11. Remodel college facilities
    11.1 Complete remodel of Cloud Hall second and third floors (Five Year Facilities Plan)
    11.2 Transfer Financial Aid Office to Cloud Hall facility (Five Year Facilities Plan)
    11.3 Begin work on new shops building (Five Year Facilities Plan)
    11.4 Begin Bond-financed remodeling work for district-owned campuses (Five Year Facilities Plan)
    11.5 Initiatives related to improving facilities (see PFE Funding List)
    11.6 Develop and implement signage and landscaping plan for the campuses (Listening Sessions)

12. Continue to develop supportive working environment for all CCSF employees
    12.1 Conduct college wide employee surveys (SP. Pg. 10)
    12.2 Continue to conduct multi-cultural diversity programs (SPS-5.C)
    12.3 Continue remodeling of facilities to upgrade offices, lighting, heating and ventilation (SPS-5.A)
    12.4 Review and upgrade health/safety programs at the College including office computer ergonomic issues, disaster preparedness procedures (SPS-5.A)
    12.5 Initiatives related to equipment and supplies (see PFE Funding List)

Manage Resources Effectively

13. Continue to improve the college planning and budgeting system
    13.1 Complete establishment of PBC committees (SPS-7A)
    13.2 Inclusion of Five Year Capital Outlay Plan (SPS-7A)
    13.3 Establish Mid-Year and End-of-Year Reporting (SPS-7A)
14. Expand alternative revenue sources and institutional advancement opportunities for the college
   14.1 Use Office of College Development and Office of Research, Planning and Grants to implement college development plan (SPS-6.B)
   14.2 Increase revenues from Office of Contract and Continuing Education (SPS-6.B)
   14.3 Expand international student enrollments where appropriate (SPS-6.B)

**Pursue Highest Standards of Educational Excellence**

15. Complete college preparations for Accreditation in March 2000
   15.1 Complete self-study
   15.2 Complete preparations for Accreditation Team Visit
   15.3 Complete the college enhanced self-study on teaching, learning and student success

16. Expand college institutional effectiveness reporting
   16.1 Revise program review system (*Chancellor/Program Review Committee*)
   16.2 Establish data warehouse for reporting system (*Title III Plan*)
   16.3 Establish college wide surveys of entering and exiting students (*SP, Pg 10*)
   16.4 Establish college wide surveys of all administrative services and operations (*SP, Pg. 10*)

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<tr>
<th>Legend</th>
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<tbody>
<tr>
<td>PFE Funding List</td>
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<tr>
<td>Title III</td>
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<td>ESL/TS</td>
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<td>EdTech</td>
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<td>CityWorks</td>
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<td>SPS-1</td>
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<td>SPS-7</td>
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<tr>
<td><strong>Partnership for Excellence-funded projects</strong></td>
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<td><strong>Title III Strengthening Institutions</strong></td>
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<td><strong>ESL/Transitional Studies Plan</strong></td>
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<td><strong>Educational Technology Plan</strong></td>
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<td><strong>CityWorks Workforce Planning Model</strong></td>
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<td><strong>Strategic Plan Strategy: Quality Service</strong></td>
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<td><strong>Strategic Plan Strategy: Continuous Program Improvement</strong></td>
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<td><strong>Strategic Plan Strategy: Technology</strong></td>
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<td><strong>Strategic Plan Strategy: Facilities</strong></td>
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<td><strong>Strategic Plan Strategy: Supportive Working Environment</strong></td>
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<td><strong>Strategic Plan Strategy: Resource Development</strong></td>
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<tr>
<td><strong>Strategic Plan Strategy: Integrated Planning and Budgeting System</strong></td>
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</table>
Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Transfer of Restricted Funds
Authorization to Transfer for Restricted to capital Outlay.
(Resolution No.: 990624-B5)

BACKGROUND INFORMATION:

The College received a $2.9 million allocation for one-time Block Grant Funds for the 97-98 fiscal year to be utilized for the following types of expenditures (Fund 123845):

- Instructional Equipment and Supplies
- Library Books and equipment
- Scheduled Maintenance
- Technology for student use or to directly serve students

The funds were distributed to instructional and student service departments with the requirement expenditures must be completed within a two-year period ending June 30, 1999. Of the initial award to the College, $951,128 is still available at this time. This balance is available because not all of the original amount was allocated, and because of a prior decision to shift instructional equipment purchases to a different grant.

It is recommended that these available funds be transferred to the Capital Outlay Project for building the technology infrastructure for the College’s campus locations. The total cost of this project is estimated at to cost approximately $20 million of which $16.5 million will be provided by the Bond proceeds. Unused additional one-time Block Grant Funds, as well as scheduled maintenance funds and private financing will also be needed to fund this project.

06/24/99 - B5 page 1
Completion of the technology infrastructure will enhance the educational opportunities the College Provides at all of its campuses. During fiscal year 1998-99, the College allocated approximately $5.7 million for instructional equipment from all sources combined.

RECOMMENDATION:

RESOLVED: That authorization is hereby granted to transfer $951,128 in one-time unspent Block Grant Funds (Fund 123845) to the Capital Outlay Fund to help fund the Technology Infrastructure Project (fiber wiring for campus locations), and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee is hereby authorized to execute any and all documents on behalf of the College to effectuate this resolution.

James Kendrix, Originator

06/24/99 - B5 page 2
DATE:    June 24, 1999

TO:       Board of Trustees

FROM:     Dr. Philip R. Day, Jr., Chancellor

SUBJECT:  CAPITAL OUTLAY
          Approval of Special Personnel Services Contracts.
          (Resolution No: 990624-B6)

BACKGROUND INFORMATION:

Angus-Hamer Networking has been providing network consulting services for City College since 1996, both in the area of operational technical consulting to the Information Technology Services Department (ITS) on the college’s wide area network (WAN), and in designing the new network infrastructure. Last fall the Board contracted with Angus-Hamer Networking to produce the comprehensive CCSF network survey, which is the college’s plan for building the new network infrastructure. The ITS department needs Angus-Hamer to continue to provide operational technical support to the ITS Department for the College’s wide area network for fiscal year 1999-2000.

The cost of the contract, $101,000 is covered by the ITS Department’s general fund budget.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to extend the contract with Angus Hamer Networking to provide operational technical support to the ITS Department for the wide area network of City College of San Francisco for the period from July 1, 1999 through June 30, 2000 for a total contract cost not to exceed $101,000, 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.

Mamie How, Originator

06/24/99 - B6 page 1
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for seven Contract Modification(s) totaling $192,035.09 for Special Services and Construction Contracts (Resolution No. 990624-B7)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 980430-B28</td>
<td>A.R. Construction</td>
<td>$4,706,000.00</td>
<td>$221,841.02</td>
<td>CM #8 - $104,111.00</td>
<td>$5,031,952.02</td>
<td>CO #9 &amp; #10 for field changes due to the unforeseen site conditions.</td>
</tr>
<tr>
<td>B 991028-B6</td>
<td>Acres Inc.,</td>
<td>$6,750.00</td>
<td>$0.00</td>
<td>CM #1 - $7,800.00</td>
<td>$14,550.00</td>
<td>Topographic survey of project site and set new field control.</td>
</tr>
<tr>
<td>C 981029-B1</td>
<td>Bay Pacific Pipelines</td>
<td>$141,000.00</td>
<td>$25,286.79</td>
<td>CM #3 - $16,124.09</td>
<td>$182,410.88</td>
<td>CO #3: $1,000 for UST Temporary Closure; $13,641 for Remove &amp; dispose contaminated soil; $1,300 for 12&quot; concrete casing; $1,980 for fuel lines concrete encasement; ($1,800) for reuse existing pipeline; $3.09 for previous COs adjustment.</td>
</tr>
<tr>
<td>D 980917-B6</td>
<td>Signet Testing Labs, Inc.</td>
<td>$10,000.00</td>
<td>$0.00</td>
<td>CM #1 - $5,000.00</td>
<td>$15,000.00</td>
<td>Additional field material testing and inspection require by Office of Regulatory Services.</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION AMOUNT</td>
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<tr>
<td>E 990128-B5 Central Shops &amp; Warehouse Facilities</td>
<td>Geo Resource (Soil Engineering)</td>
<td>$10,000.00</td>
<td>$0.00</td>
<td>CM#1 - $10,000.00</td>
<td>$20,000.00</td>
<td>Pile lateral loads calculation, update foundation and gas mitigation system to conform current building code and seismic criteria requirement.</td>
</tr>
<tr>
<td>F 950622-B9 Architectural Barrier Removal, Alemany Campus Elevator</td>
<td>Logan Hoppper Associates (Architect)</td>
<td>$20,000</td>
<td>$0.00</td>
<td>CM #1 - $40,000.00</td>
<td>$60,000.00</td>
<td>Accessibility survey and architectural services for Alemany Campus building</td>
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<tr>
<td>G 971030-B16 Batmale Hall Penthouse Roof Enclosure</td>
<td>Kendall Young Associates (Project Architect)</td>
<td>$25,000.00</td>
<td>$5,000.00</td>
<td>CM #2 - $3,000.00</td>
<td>$33,000.00</td>
<td>Review existing mechanical drawings and provide a phasing analysis for the mechanical equipment replacement.</td>
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<tr>
<td>H 990225-B5 Visual Arts Air Correction</td>
<td>YAMAS Control, Inc., (Mechanical Contractor)</td>
<td>$50,100.00</td>
<td>$10,400.00</td>
<td>CM #2 - $6,000.00</td>
<td>$71,500.00</td>
<td>Additional HVAC, Zone-B, handling unit control device replacement work.</td>
</tr>
</tbody>
</table>

**Total** $192,035.09

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990624 – B8)

BACKGROUND INFORMATION:

Project: John Adams Campus Wrought Iron Fence Replacement

The District received several qualified bid proposals, including Minority Business Enterprise firms and the District wishes to contract with Golden Bay Fence Plus Iron Works Inc., a certified Minority Business Enterprise firm, the lowest responsible bidder, for the project: John Adams Campus Wrought Iron Fence Replacement, at a cost of $43,606. This Project includes removal and replacement the existing perimeter iron fence along the Ashbury Street and Hayes Street.

This project is funded by $15,000 from the Mayor’s Office Community Development Grant, and $28,606 is funded by Prop A Bond Funds.

RECOMMENDATION:

RESOLVED: That authorization be given to award a construction contract Golden Bay Fence Plus Iron Works, Inc., the lowest responsible bidder for the Project: John Adams Campus Wrought Iron Fence Replacement, located at the John Adams Campus, for a cost of $43,606. This contract will be completed on or before December 31, 1999.

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.

Peter A. Goldstein, Originator
06/24/99 – B8 page 1

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.

DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
DATE:     June 24, 1999
TO:       Board of Trustees
FROM:     Dr. Philip R. Day, Jr., Chancellor

Subject:  CAPITAL OUTLAY
          Authorization to Award Construction Contract
          (Resolution No. 990624-B9)

BACKGROUND INFORMATION:

Project:  Library Learning Assistance Computer Classroom

The District received several qualified cost proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Adolph Schmidt General Construction, Inc., for the project: Library Learning Assistance Computer Classroom. This project consists of adding sprinkler heads, relocating and rewiring ceiling fixtures and tiles, and extending existing carrel electrical wiring at Library Learning Assistance Department.

The project is funded by Partnership For Excellence grant, and to be charged to UPFX-6430-6020-6110-C.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Adolph Schmidt General Construction, Inc., at a cost of $6,420, to be completed on or before December 31, 1999, 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.

Peter A. Goldstein, Originator

06/24/99 – B9
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990624 – B10)

BACKGROUND INFORMATION:

Project: Mission Theater Building Seismic Evaluation

The District wishes to contract with SOHA Engineers, a certified Minority Business Enterprise firm, to provide structural engineering services, for the Project: Mission Theater Building Seismic Evaluation for the future Mission Campus. The scope of work will include: inspect the existing facilities’ physical condition; verify buildings’ in-place construction conformity to the existing design drawings; evaluate each building’s structural lateral-load-resisting system; identify any structural elements/connections/supports that fail to meet FEMA-178 requirement; develop a conceptual seismic strengthening scheme; and provide an order-of-magnitude construction cost estimate.

The cost for this contract will be charged to Proposition A bond funds.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with SOHA Engineers, for special services and advice to provide the District with structural engineering services, for the Project: Mission Theater Building Seismic Evaluation for the future Mission Campus at a cost of $12,420, to be completed on or before December 31, 1999, 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.

Peter A. Goldstein, Originator
CERTIFICATION OF RESOLUTION 990624-B11
The following resolution was adopted by the Board of Trustees of San Francisco Community College District:

REVISED 06/21/99
Date: June 24, 1999

To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990624 – B11)

BACKGROUND INFORMATION:

Project: Shops & Warehouse Facilities Rescope

The District received several qualified bid proposals, including Minority Business Enterprise firms and the District wishes to contract with Transworld Construction Inc., a certified MBE/LBE firm, the lowest responsible bidder, for the project: District Central Shops & Warehouse, at a cost of $3,768,000. This Project includes construction of a new 17,000 square foot Central Shops Facility, consisting of two buildings, housing gardeners, locksmith, carpenters, plumbers, electricians, and painters, to be located at the Phelan Campus. The project also includes remodeling the existing shop building located at 1960 Carroll Avenue, to be a new District warehouse.

This project is 100% funded by State Capital Outlay Fund.

06/24/99 - B11 page 1
RECOMMENDATION:

RESOLVED: That authorization be given to award a construction contract Transworld Construction Inc., a certified MBE/LBE firm, the lowest responsible bidder for the Project: Shops & Warehouse Facilities Rescope, located at Phelan Campus and 1960 Carroll Avenue, for a cost of $3,768,000. This contract will be completed on or before December 31, 2000.

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.

Peter A. Goldstein, Originator

06/24/99 - B11 page 2

Passed and adopted on June 24, 1999, 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
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990624 – B11a)

BACKGROUND INFORMATION:

Project: Chinatown Columbo Building Seismic Evaluation

The District wishes to contract with SOHA Engineers, a certified Minority Business Enterprise firm, to provide structural engineering services, for the Project: Chinatown Columbo Building Seismic Evaluation for the future Chinatown Campus. The scope of work will include: inspect the existing facilities’ physical condition; conduct a dimensional survey; evaluate building’s structural lateral-load-resisting system in accordance with the design provisions of CBC95; identify any structural elements/connections/supports that will need strengthening to meet the design requirements of CBC95; develop a conceptual seismic strengthening scheme; and provide an order-of-magnitude construction cost estimate. This work is necessary because the request for a State funded campus building must include a cost estimate and outline specification for the improvement work.

The cost for this contract will be charged to Proposition A bond funds.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with SOHA Engineers, a Minority Business Enterprise, for special services and advice to provide the District with structural engineering services, for the Project: Chinatown Columbo Building Seismic Evaluation for the future Chinatown Campus at a cost of $17,390, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Resolution No.990624 – B12)

BACKGROUND INFORMATION:

The Hiring Hall Project of City College of San Francisco, is a partnership between CCSF & Local 2, Union of Hotel and Restaurant Employees and The SF Multi-Employer Group. It was established to train hotel employees through short-term, on site training courses at hotels. The project would like to contract with Local 2 to provide translators for the Spanish and Cantonese speaking students that are enrolled in the Hiring Hall classes. This contract would begin on June 1 and continue until August 31, 1999 for a total not to exceed $12,000. Funding: 123326-7176-5190-0500-N. The Hiring Hall Project, a grant form The Chancellor’s Office, California Community Colleges.

RECOMMENDATION:

RESOLVED: That authorization be given to enter into a service agreement with Local 2 to provide translators for the Spanish and Cantonese speaking students that are enrolled in the Hiring Hall Project courses, for the period June 1 through August 31, 1999, total not to exceed $12,000, 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.

Phyllis G. McGuirs, Originator

06/24/99 – B12 page 1
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to submit an application and appropriate funds received
(Resolution No.990624 – B13)

BACKGROUND INFORMATION:

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 July 1, 1999 through June 30, 2000, CCSF would like to enter into agreements with PIC to provide the above training and services to Title III-Dislocated Workers and Title-IIA-Basic Adult Participants. Funding for these agreements between CCSF and PIC is under (1) Job Training and Partnership Act (JTPA) / Title III Economic Dislocation Workers Adjustment Assistance (EDWAA) funds for an amount not to exceed $102,250 and (2) (JTPA) / Title IIA Basic Adult funds for an amount not to exceed $29,532.

Federal Income from Local Sources:

Private Industry Council
JTPA/Title III (EDWAA) Allocation $102,250
JTPA/Title IIA Basic Adult Allocation $  29,532

Expenditures:

<table>
<thead>
<tr>
<th></th>
<th>Title III</th>
<th>Title IIA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>$ 23,779</td>
<td>$ 21,875</td>
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<tr>
<td>Classified Salaries</td>
<td>36,798</td>
<td>5,469</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>10,839</td>
<td>5,469</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>12,364</td>
<td></td>
</tr>
<tr>
<td>Other Outgo</td>
<td>10,896</td>
<td></td>
</tr>
<tr>
<td>Indirect Costs</td>
<td>7,574</td>
<td>2,188</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>$102,250</td>
<td>$29,532</td>
</tr>
</tbody>
</table>
RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or designee are hereby authorized to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the Private Industry Council of San Francisco to conduct an Occupational program under the provisions of the Job Training and Partnership Act for the period July 1, 1999 through June 30, 2000 for an amount not to exceed $102,250 from Title III and $29,532 from Title IIA, 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.

Phyllis G. McGuire, Originator
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT Authorization to submit an application for funds and appropriate all funds receivable. (Resolution No. 990624-B14)

BACKGROUND INFORMATION:

The Bureau of State Preschool Education, Child Development Programs, California of Education has requested that City College of San Francisco apply for funds to continue the existing State Preschool Full-Day Program through 1999-2000. Funding for 1998-99 totaled $918,216 and the request for 1999-2000 totals $918,216. The purpose of the State Preschool Full-Day Program is to provide full-day educational opportunities for low income families with children 3-5 years of age. Families must meet the state guidelines for certification. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Full-Day Education Program for the fiscal year 1999-2000. Total funding is not to exceed $918,216, 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.

Sandra Handler, Originator

06/24/99 – B14 page 1
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Authorization to submit an application for funds and appropriate all funds receivable.
(Resolution No. 990624 – B15)

BACKGROUND INFORMATION:

The Bureau of Child Care and Development Block Grant, California Department of Education has requested that City College of San Francisco apply for funds to continue the expansion child care and development services at Grace Child Development Center through 1999-00. Funding for 1998-99 totaled $23,211 and the request for 1999-00 totals $23,211. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal year 1999-00. Total funding is not to exceed to $23,211, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

06/24/99 – B15 page 1
DATE: June 24, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT
Authorization to receive a resource grant.
(Resolution No. 990624 – B16)

BACKGROUND INFORMATION:

The California Department of Education, Child Development Division, has notified the Child Development and Family Studies that it is eligible to receive a resource grant of $1,720. The award specifies that the grant is to be used for equipment or staff training for the school-age program at Grace Child Development Center and is in effect from May 1, 1999 through June 30, 2000. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to accept funds in the amount of $1,720 for equipment or staff training for Grace Child Development Center, 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.

Sandra Handler, Originator

06/24/99 – B16 page 1
DATE:       June 24, 1999

TO:         Board of Trustees

FROM:       Dr. Philip R. Day, Jr., Chancellor

SUBJECT:    GRANTS

Authorization to modify eight existing Grants totaling $151,425.
(Resolution No. 990624-B17)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS: ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 980528-B28</td>
<td>All Star Telecom</td>
<td>May 29, 1998 through July 31, 1998</td>
<td>$102,000</td>
<td>+$43,000</td>
<td>$145,000</td>
<td>Modification of Contract amount (add $43,000) due to additions in scope of work – additional work for conduct into Batmale Hall computer room. Modification of original date of completion to August 31, 1999 as work was begun last summer due to hold up of bond funding. Modification of funding source, original -GO Bonds, new – Block Grant Instructional Equipment and Infrastructure Funds. Originator: Mamie How.</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/ CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS: ORIGINATOR</td>
</tr>
<tr>
<td>----------------------------</td>
<td>-------------------------------------------------------------------------------------</td>
<td>-------------------------------------</td>
<td>--------------------------</td>
<td>---------</td>
<td>-------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>C 981029-B7 990325-B25</td>
<td>California Community Colleges/Economic Development/Job Development Incentive Training Fund/Joan Ortega</td>
<td>Oct. 1, 1998- Dec. 31, 1999</td>
<td>$20,000</td>
<td>+$10,000</td>
<td>$30,000</td>
<td>To extend dates. No change in duties. To be funded by grant renewal. Originator: Phyllis G. McGuire</td>
</tr>
<tr>
<td>D 970731-B4 980625-B21 990128-B11</td>
<td>SF Mayor’s Office of community Development/Garment 2000</td>
<td>July 1, 1998 – June 30, 2000</td>
<td>$150,000</td>
<td>-$10,000</td>
<td>$140,000</td>
<td>To extend dates; decrease amount of grant. Originator: Phyllis G. McGuire</td>
</tr>
<tr>
<td>F 990527-B8 990325-B21</td>
<td>Yosemite Community College District</td>
<td>July 1, 1999 – June 30, 2000</td>
<td>$60 per course unit &amp; $25 reimbursement for books</td>
<td>$60 per course including reimbursement for books (total depends on number of students enrolled)</td>
<td>$60 per course including reimbursement for books. Originator: Sandra Handler</td>
<td></td>
</tr>
<tr>
<td>G 990325-B21</td>
<td>California Dept. of Education</td>
<td>July 1, 1998 – June 30, 1999</td>
<td>$1,094,900</td>
<td>+$92,400</td>
<td>$1,187,300</td>
<td>To appropriate grant augmentation of the base grant (+$3,500). ABE (+$4,900), and ESL (+$84,000) allocations and extend the contract ending date to August 31, 1999. Originators: Gary Tom and Terry Pon</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS: ORIGINATOR</td>
</tr>
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<td>----------------------------</td>
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</tr>
<tr>
<td>H 970626-B17</td>
<td>Marvin Bobes</td>
<td>Fiscal Year 1999-2000</td>
<td>$45,000</td>
<td>0</td>
<td>$45,000</td>
<td>Services continual per NCBC Grant Renewal. Originator: Robert Manlove</td>
</tr>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td>TOTAL - $ 151,425</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION:
RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS

Appropriating $553,704 for the Federal Work-Study Program of the City College Student Financial Aid Program, Fiscal year 1999-2000. (Resolution No. 990624-B18)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $553,704 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 $738,272 and the source of funding is as follows:

<table>
<thead>
<tr>
<th>Total Revenues</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Federal Revenues</strong></td>
</tr>
<tr>
<td>U.S. Department of Education</td>
</tr>
<tr>
<td>Federal Work-Study Credit Program</td>
</tr>
<tr>
<td><strong>Local Revenues</strong></td>
</tr>
<tr>
<td>SFCCD Institutional Match</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

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06/24/99 – B18 page 1
Expenditures

Federal Work-Study Credit Program $738,272

Federal Work-Study Program (CFDA# 84:033)

On-Campus Program
Dept. of Education Contribution (75%) $526,018
College Contribution (25%) $175,340
$701,358

Community Service Program
Dept. of Education Contribution (75%) $27,686
College Contribution (15%) 5,537
Community Service Contribution (10%) 3,691
$36,914

Total Program Cost $738,272

The SFCCD Matching cash contribution of $184,568 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:

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, 1999 through June 30, 2000.

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 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, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, 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.

Mira Sinco, Originator

06/24/99 – B18 page 2
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS

Appropriating all funds receivable for the Federal Pell Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1999-2000
(Resolution No. 990624-B19)

BACKGROUND INFORMATION:

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 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 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 1999-2000 be appropriated on a blanket basis.

RECOMMENDATION:

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, 1999 to June 30, 2000 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 $500,000

Expenditures
San Francisco Community College Campuses
Federal Pell Grant Program $500,000

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 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.

FUTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commerical bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the program.

Mira Sinco, Originator
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT

Appropriating $34,278 for the Federal Supplemental Education Opportunity grant Program of the community College Campuses Student Financial Aid Program, Fiscal Year 1999-2000. (Resolution No. 990624-B20)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $34,278 for the operation of the Federal Supplemental Educational Opportunity Grant Program at the Community College Campuses for 1999-2000. 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 awards that an institution makes will be 75% of the amount of those grants.

The total amount available for the program is $45,704 and the sources of funding are as follows:

Total Revenues

Federal Revenues
U.S. Department of Education
Federal Supplemental Educational Opportunity Grant $34,278

Local Revenues
SFCCC Institutional Match $11,426

Total $45,704
Expenditures

Federal Supplemental Educational Opportunity Grant Non-credit $45,704

U.S. Department of Education (CFDA #84:007)
Federal Supplemental Educational Opportunity Grant 75% $34,278

Required Institutional Match
Matching Contribution
Student Financial Aid 25% $11,426

Total Program Cost $45,704

The SFCCD matching cash contribution of $11,426 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:

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, 1999 to June 30, 2000, and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 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 designee 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 and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program is accordance with the federal regulations of the said program.

Mira Sinco, Originator
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT

Appropriating $420,000 for the Cal Grant Program of the City College Financial Aid Program for the Fiscal Year 1999-2000
(Resolution No. 990624-B21)

BACKGROUND INFORMATION:

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, the California Student Aid Commission is changing 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 for 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.

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 1999-2000 be appropriated on a blanket basis.

RECOMMENDATION:

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, 1999 to June 30, 2000 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  $420,000
  Cal Grant Program

  Expenditures
  City College of San Francisco  $420,000
  Cal Grant program

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts 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 designee, 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.

Mira Sinco, Originator
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT

(Resolution No. 990624-B22)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $14,572 for the operation of the Federal Work-Study Program at the Community College Campuses. The purpose 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 $19,429 and the source of funding is as follows:

Revenues

Federal Revenues
U.S. Department of Education
Federal Work-Study noncredit Program          $14,572

Local Revenues
SFCCD Institutional Match                     4,857

Total                                $19,429

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DR. PHILIP R. DAY, JR., CHANCELLOR
Expenditures

Federal Work-Study Noncredit Program $19,429

Federal Work-Study Program (CFDA# 84:033)

On-Campus Program
Dept. of Education Contribution (75%) $13,844
Campuses contribution (25%) 4,614
$18,458

Community Service Program
Dept. of Education Contribution (75%) $728
Campuses Contribution (15%) 146
Community Service Contribution (10%) 97
$971

Total Program Cost $19,429

The SFCCD matching cash contribution of $4,857 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:

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, 1999 through June 30, 2000, and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United Stated of California or by amounts carried over from the prior fiscal year, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, 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 in the administration of said program.

Mira Sinco, Originator
DATE: June 24, 1999  

TO: Board of Trustees  

FROM: Dr. Philip R. Day, Jr., Chancellor  

Subject: GRANT  
Appropriating $118,664 for the Federal Perkins Loan Program of the City College Student Financial Aid program, Fiscal year 1999-2000. (Resolution No. 990624-B23)  

BACKGROUND INFORMATION:  

The U.S. Department of Education has allocated to the City College of San Francisco the amount of $118,664 for the operation of the Federal Perkins Loan Program for fiscal year 1999-2000. 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 cease to carry at least a half-time academic load at City College. For District 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 District 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 Students Loan Program and then National Direct Student Loan Program, has been in operation since 1958.  

The total program cost is $158,219 and the sources of funding are as follows:
Revenues

Federal Revenues
U.S. Department of Education
Federal Perkins Loan Program $118,664

Local Revenues
SFCCD – Institutional Match 39,555
Total $158,219

Expenditures

Federal Perkins Loan Program $158,219

U.S. Department of Education (CFDA# 84:038)
Federal Perkins Loan Program 118,664
Required Institutional Match
Cash Contribution:
Student Financial Aid 39,555
Total Program Cost $158,219

The SFCCD matching cash contribution of $39,555 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:
REMOVED: 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, 1999 to June 30, 2000, and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 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, 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 appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program, and

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.

Mira Sinco, Originator
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT

Appropriating $4,000 for the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1999-2000.

(Resolution No. 990624-B24)

BACKGROUND INFORMATION:

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, the California Student Aid Commission is changing 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.

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 1999-2000 be appropriated on a blanket basis.
RECOMMENDATION:

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 projects for the period of July 1, 1999 to June 30, 2000 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 1999-2000 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.

Mira Sinco, Originator

06/24/99 – B24 page 2
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT
Appropriating all funds receivable for the Federal Pell Grant Program of the City College Financial Aid Program for the Fiscal Year 1999-2000.
(Resolution No. 990624-B25)

BACKGROUND INFORMATION:

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 intuition 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 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 1999-2000 be appropriated on a blanket basis.
RECOMMENDATION:

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, 1998 to June 30, 1999 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 $6,200,000

Expenditures
City College of San Francisco
Federal Pell Grant Program $6,200,000

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts of allocations from United Stated 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 federal regulations for the program.

Mira Sinco, Originator

06/24/99 – B25 page 2
DATE:       June 24, 1999

TO:         Board of Trustees

FROM:       Dr. Philip R. Day, Jr., Chancellor

Subject:    GRANT

Appropriating $657,820 for the Federal Supplemental Educational Opportunity Grant Program of the City College Student Financial Aid Program, Fiscal Year 1999-2000
(Resolution No. 990624-B26)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $657,820 for the operation of the Federal Supplemental Educational Opportunity Grants program at City College for 1999-2000. 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 1999-2000 is 75%.

The 25% non-funding 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, or
* On an individual student level.

The total program cost is $877,093 and the sources of funding are as follows:
Revenues

Federal Revenues
U.S. Department of Education
Federal Supplemental Educational
Opportunity Grant $657,820

Local Revenues
SFCCD Institutional Match 219,273
Total $877,093

Expenditures

Federal Supplemental Educational
Opportunity Grant Credit Division $877,093

U.S. Department of Education (CFDA# 84:007)
Federal Supplemental Educational
Opportunity Grant 75% $657,820

Required Institutional Match
Matching Contribution
Student Financial Aid 25% $219,273

Total Program Cost $877,093

The non-federal share matching contribution will be conducted on an aggregate student level by totaling all the sources on non-federal aid made available to all FSEOG recipients and demonstrating that this total meets the required 25% match for the 1999-2000 award year.

RECOMMENDATION:
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, 1999 through June 30, 2000, and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United Stated of America and/or the State of California or by amounts carried over from prior fiscal year, 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 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.

Mira Sinco, Originator

06/24/99 – B26 page 2
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT
(Resolution No. 990624-B27)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $34,278 for the operation of the federal Supplemental Educational Opportunity Grant Program at the Community College Campuses for 1999-2000. The purpose 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 $45,704 and the sources of funding are as follows:

Revenues

Federal Revenues
U.S. Department of Education
Federal Supplemental Educational Opportunity Grant $34,278

Local Revenues
SFCCC institutional Match $11,426
Total $45,704

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
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DR. PHILIP R. DAY, JR., CHANCELLOR

06/24/99 – B27 page 1
Expenditures

Federal Supplemental Educational Opportunity Grant Non-credit $45,704

U.S. Department of Education (CFDA #84:007)

Federal Supplemental Educational Opportunity Grant 75% $34,278

Required Institutional Match

Matching Contribution
Student financial Aid 25% $11,426

Total Program Cost $45,704

The SFCCD matching cash contribution of $11,426 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:
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, 1999 to June 30, 2000, and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 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, 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 appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program, and

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.

Mira Sinco, Originator

06/24/99 – B27 page 2
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval to pay an honorarium of $7500 to Dr. Bruce Perry, M.D., Ph.D. for guest speaker service for Child Development conference (Resolution No.990624- B28)

BACKGROUND INFORMATION:
The Child Development and Family Studies Department has scheduled a very special one-day conference on the early development of children and recent brain research. Members of the childcare community of San Francisco, and, in particular, those who are involved in programs working with “at-risk” children, have been invited to attend. Featured speaker for the conference is Dr. Bruce Perry, M.D., Ph.D. a world-renowned expert on the effects of stress on the organization of a child’s developing brain. Honorarium is $7500 and will be paid under the Foster Care Education Grant. No general fund monies from the District are required.

RECOMMENDATION:
RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to pay an honorarium of $7500 to Dr. Bruce Perry, M.D., Ph.D. from the Foster Care Grant for his services, 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.

Sandra Handler, Originator

06/24/99 B28 page 1
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Apply for and Appropriate Funding for Grant.
(Resolution No: 990624-B29)

BACKGROUND INFORMATION:

In March 1999, the California Community Colleges Chancellor’s Office awarded Competitive Economic Development funding to the Office of Contract Education for the operation of the Workplace Learning Resource Center (WpLRC). The WpLRC will continue to serve as a regional center for local businesses, government agencies, and community-based programs, job task analysis, skill assessments, basic and life skills, team building, and Vocational English as a Second Language.

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

Income from State Chancellor's Office

Economic Development Funds $ 178,875

Expenditures:

Academic Salaries $ 71,472
Classified Salaries 71,308
Employee Benefits 13,564
Supplies and Materials 7,651
Other Operating Expenses & Services 6,000
Capital Outlay 2,000
Indirect Cost 6,880

$ 178,875

06/24/99 - B29 page 1
Matching funds of $178,875 in the form of the Dean and program staffs' salaries and fringes, computer lab facilities and resource materials will serve as match for the project. No cash match is required.

RECOMMENDATION:

RESOLVED: That the District is authorized to 1) submit an application for funds, and 2) appropriate all funds receivable upon approval by the California Community Colleges Chancellor's Office Economic Development Funds for the Workplace Learning Resource Center on behalf of the City College of San Francisco, Office of Contract Education, for the period July 1, 1999 through June 30, 2000, not to exceed $178,875, 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.

Judy Teng, Originator

06/24/99 - B29 page 2
DATE:       June 24, 1999  
TO:         Board of Trustees  
FROM:      Dr. Philip R. Day, Jr., Chancellor  

SUBJECT:   GRANT  
           Approval of San Francisco International Airport Training Contract  
           (Resolution No: 990624-B30)  

BACKGROUND INFORMATION:  
In December 1998, the Board of Trustees approved 981217-B14 for the Office of Contract Education to conduct an external assessment on the Americans with Disability Act (ADA), Diversity and effectiveness of San Francisco International Airport's (SFIA) training program. The evaluation was completed in February 1999 with various recommendations.

The Office of Contract Education has been asked by the SFIA to carry out the first phase of the recommendations in redesigning and conducting ADA training to SFIA employees. The total award for this contract is $80,800.

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

<table>
<thead>
<tr>
<th>Income</th>
<th>$80,800</th>
</tr>
</thead>
<tbody>
<tr>
<td>San Francisco International Airport</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>$63,000</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>5,500</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>12,300</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$80,800</td>
</tr>
</tbody>
</table>

No district match is required.
RECOMMENDATION:

RESOLVED: That authorization be given to contract with San Francisco International Airport (SFIA) for providing the Americans with Disabilities Act (ADA) training to employees of the SFIA, for the period June 1, 1999 to December 31, 1999 for a total not to exceed $80,800, 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.

Originator: Judy Teng

06/24/99 - B30 page 2
TO: Board of Trustees  
FROM: Dr. Philip R. Day, Jr., Chancellor  
SUBJECT: Authorization to submit an application for funds and appropriate all funds receivable.  
(Resolution No.990624- B31)  

BACKGROUND INFORMATION:  

The Bureau of State Preschool Education, Child Development Programs, California Department of Education has again requested that City College of San Francisco apply for funds to continue the existing State Preschool Part-Day Program through 1999-00. Funding for 1998-99 totaled $243,438 and the request for 1999-00 totals $243,438. The purpose of the State Preschool Part-Day Program is to provide educational opportunities for 175 low income families with children 3-5 years of age. Families must meet the state guidelines for certification. No general fund monies from the District are required.  

RECOMMENDATION:  

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Part-Day Education Program for the fiscal year 1999-00. Total funding is not to exceed to $243,438, 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.

Sandra Handler, Originator

06/24/99 – B31 page 2
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Authorization to submit an application for funds and appropriate all funds receivable.
(Resolution No. 990624-B32)

BACKGROUND INFORMATION:

The Bureau of Child Care and Development Block Grant, California Department of Education has requested that City College of San Francisco apply for funds to continue the expansion child care and development services at Grace Child Development Center through 1999-00. Funding for 1998-99 totaled $23,211 and the request for 1999-00 totals $23,211. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal year 1999-00. Total funding is not to exceed to $23,211, 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.

Sandra Handler, Originator

06/24/99 – B32 page 1
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval to submit an application and appropriate funds received.
(Resolution No. 990624-B33)

BACKGROUND INFORMATION:

The Richard and Rhoda Goldman Fund will provide funds to establish the SouthEast Summer Middle School Program. This six week summer session will be held at the CCSF SouthEast Campus for Forty (40) middle school students and their parents. Students will come from the 49er Academy and Martin Luther King Middle School. The students will attend the program in the morning and their parents will attend evening parenting classes. The program will be administered by the SouthEast Campus Dean with the participation of faculty from various departments.

There is $5,577 in-kind match required. This will be provided by CIS and the Child Development Department. Additional space will be provided in classrooms at SouthEast Campus. City College of San Francisco is the fiscal agent. The San Francisco Unified School District is our partner.

Income
Richard and Rhoda Goldman Fund (Grant) $ 6,016

Expenditures
Counselor/Coordinator's Salary $ 5,989
Counselor/Coordinator's Benefit 118
Total $ 6,016

In-Kind Match
Academic Salaries $ 2,256
Employee Benefits $ 45
Student Intern Salaries $ 3,276
Total $ 5,577
RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the Richard and Rhoda Goldman Fund to establish the SouthEast Summer Middle School Program for the period of June 14, 1999 until August 1, 1999 in the amount not to exceed $6,016, 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.

Robert Gabriner, Originator

06/24/99 - B33 page 2
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

GRANTS

SUBJECT: Approval to submit an application and appropriate funds received.
(Resolution No. 990624-B34)

BACKGROUND INFORMATION:

The California Council for the Humanities will provide funds to establish the Pan American Unity Portable Exhibit. City College of San Francisco owns and houses the "Pan American Unity" mural created by Diego Rivera. This 20 by 70 feet mural is too expensive to move, and is housed in a place that does not receive much traffic. The funds will allow creating a portable exhibit that will include a likeness of the mural, exhibition panels, and a computer that will tell many of the stories in the mural. This exhibit will be displayed on four of our campuses and then moved to locations off campus such as the Bank of America and possibly the San Francisco Airport. Faculty from the departments of Art, Latin American Studies, and the Library will be involved with the project.

There is $30,196 in-kind match required. There is no additional space required. The college will provide staff to transport the exhibit between the campuses. City College of San Francisco is the fiscal agent.

Expenditures
Other Operating Expenses $10,000
Total $10,000

In-Kind Match
Academic Salaries $11,431
Employee Benefits 1,265
Kiosk 17,500
Total $30,196

06/24/99 - B34 page 1
RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the California Council for the Humanities to provide funds to establish the Pan American Unity Portable Exhibit for the period of July 1, 1999 until June 31, 2000 in the 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 any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator
DATE:       June 24, 1999        B35

TO:         Board of Trustees

FROM:       Dr. Philip R. Day, Jr., Chancellor

Subject:    GRANTS
             Authorization to (1) submit an application for funds and (2) appropriate all funds receivable.  
             (Resolution No. 990624 - B35)

BACKGROUND INFORMATION:

City College of San Francisco hopes to receive VTEA funding via the State Chancellor’s Office for the purpose of vocational program improvement. The amount of money to be received is in direct relation to documentation of the number of low-income students enrolled in CCSF vocational programs. Monies are to be spent primarily on curriculum development and instructional delivery (which may include the purchase of updated equipment), student support services, professional development, and partnership development. In return, the college will be held accountable for demonstrating improvement in the areas of student attainment and success, program completion, job placement and retention, and the participation and completion by students in programs that are nontraditional for their gender.

Income:
Chancellor’s Office California Community Colleges $1,257,284

Expenditures:
City College of San Francisco
(VTEA Title I-C Funds)

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>281,022</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>272,818</td>
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<tr>
<td>Employee Benefits</td>
<td>84,108</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>74,129</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>58,408</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>486,799</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,257,284</strong></td>
</tr>
</tbody>
</table>

06/24/99 - B35 page 1
RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or 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, VTEA I-C Funding, July 1, 1999 to June 30, 2000, not to exceed $1,257,284, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

06/24/99 - B35 page 2
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of City and County of San Francisco Purchasing Department Training Contract
(Resolution No: 990624-B36)

BACKGROUND INFORMATION:

The Office of Contract Education hosted an Industrial Breakfast in March 1999 as a marketing tool to introduce the concepts of customer services to all the Departments of City and County of San Francisco. Surveys and follow-ups are conducted following the event. The meeting has generated high interest from many City Departments. The Office of Contract Education is in the process of arranging performance-base assessment with various City Departments to identify each Department's unique training needs and provide the needed training for the improvement of overall internal and external customer services.

The Purchasing Department has requested the Office of Contract Education to provide the above service to identify the Department's training priorities and other concerns related to customer service. After training needs are identified and reviewed by the Purchasing Department, the Office of Contract Education will design and provide a customer services training program. The program will include concepts of customer service, stress and time management, team building, conflict resolution and effective communication. The total award for this contract is $75,000.

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

<table>
<thead>
<tr>
<th>Income</th>
<th>City and County of San Francisco Purchasing Department</th>
<th>$75,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Salaries</td>
<td></td>
<td>66,000</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td></td>
<td>6,000</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td></td>
<td>3,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$75,000</td>
</tr>
</tbody>
</table>

No district match is required.

06/24/99 - B36 page 1
RECOMMENDATION:

RESOLVED: That authorization be given to contract with City and County of San Francisco Purchasing Department for providing the customer services assessment and training program to employees of the Purchasing Department, for the period June 1, 1999 to June 30, 2000 for a total not to exceed $75,000, 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.

Originator: Judy Teng
DATE:       June 24, 1999             B37

TO:        Board of Trustees

FROM:      Dr. Philip R. Day, Chancellor

SUBJECT:  GRANTS
          Authorization to submit an application and appropriate all funds receivable.
          (Resolution No. 990624-B37)

BACKGROUND INFORMATION:

Approval of the California State Plan for Adult Education and Literacy (1999-2004) by the California State Board of Education and the U.S. Department of Education, pursuant to the Workforce Investment Act of 1998, Title II, Adult Education and Family Literacy Act (AEFLA), Section 231, Supplemental Funding (Public Law 105-220), has authorized supplemental funding for Adult Basic Education (ABE), English as a Second Language (ESL), and ESL Citizenship Programs. The California Department of Education has requested grant applications from adult education providers for supplementary services to their ongoing programs. The Teachers Resource Center wishes to apply for Title II AEFLA funding. The funds will allow purchase of instructional materials and equipment, operating the Teachers Resource Center and Library, implementing staff development and curriculum development activities, and funding of auxiliary staff and instructional improvement projects.

Beginning July 1, 1999, program funding will be based on students' attainment of state-determined benchmarks that are documented in a locally-maintained database for program accountability purposes. Funding will not be based on student attendance hours. The AEFLA 231 grant will provide funding of support staff, equipment and supplies necessary for the data collection and additional testing requirements.

06/24/99 - B37 page 1
RECOMMENDATION:

RESOLVED: That the Board of Trustees hereby authorizes the San Francisco Community College District to submit an application and appropriate all funds receivable upon approval from the California Department of Education for ABE and ESL, and ESL Citizenship Programs, under the Workforce Investment Act, Title II, Adult Education and Family Literacy Act, Section 231 (P.L. 105-220), for the period July 1, 1999 to June 30, 2000, for a total not to exceed $881,450, 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.

Gary Tom, Originator
Teresa Pon, Originator

06/24/99 - B37 page 2
TO:  Board of Trustees
FROM:  Dr. Philip R. Day, Jr., Chancellor
SUBJECT:  GRANT
Authorization to accept the services of the San Francisco Conservation Corps to renovate the outdoor play area of the John Adams Child Development Center.
(Resolution No. 990624-B38)

BACKGROUND INFORMATION:

The Child Development and Family Studies Department has been informed that the San Francisco Conservation Corps through a grant from the Mayor’s Office of Community Development will renovate the outdoor play area of the John Adams Child Development Center. This renovation will include a new play structure and resurfacing of the play area. Total cost for the renovation will be $86,000. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to accept the services of the San Francisco Conservation Corps to renovate the outdoor play area of the John Adams Child Development Center. The total cost for the renovation will be $86,000, 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.

Sandra Handler, Originator

06/24/99 - B38 page 1
Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS

Authorization to Renew Existing Grant

BACKGROUND INFORMATION:

Because the benefits of the Small Business Development Center (SBDC) to the College’s existing Small Business Institute were modest at best, we did not renew our 1998 SBDC contract with the California Trade and Commerce Agency (CTCA). The SBDC simply did not help to develop curricula and resources that would better serve our students. However, our contract with the Chancellor’s Office of the California Community Colleges was not canceled, and some of these funds have been used to enable the Contra Costa SBDC to provide services on an interim basis to small businesses in San Francisco, with City College as the fiscal agent.

In April 1999, representatives from the San Francisco District Office of the U.S. Small Business Administration (SBA) and the CTCA asked that City College reconsider its decision to close the program. After an initial meeting with the SBA District Director and a subsequent meeting with the Assistant State Director for the California SBDC Program attended by Dean Steven Glick, we decided to reopen the SBDC, with City College as the host organization. We are confident that under new leadership the SBDC will complement and enhance the College’s small business program, and provide counseling and training to the small business owners/operators of San Francisco and North San Mateo Counties. The SBDC would be located at the SBA offices on Market Street and would focus on technology in the formation and growth of small businesses. The donated space and access to the SBA’s Entrepreneur Training Center will be used as cash match for this grant. No district funds are required.
A new contract with the CTCA for an additional SBDC grant will be developed in the next few months. We anticipate a grant in the amount of $160,000. If that occurs, a cash match of approximately 20% ($32,000) will be needed. We will be working with the SBA, CTCA, and the College’s Office of Research, Planning and Grants to determine how the cash match requirement will be met. A separate resolution will be presented to the Board at that time.

Income

Chancellor’s Office California Community Colleges, Economic Development:
Small Business Development Center $140,550

Expenditures

Project Director (FTE 6%) 5,000
Classified Salaries 19,000
Employee Benefits 6,000
Supplies and Materials 2,000
Other Operating Exp. 4,000
Business Counselor/Staff Consultants 97,144
Capital Outlay 2,000
Indirect Costs 5,406
Total $140,550

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to (1) submit a renewal application for funds and (2) appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges, Office of Economic Development for a grant to reopen the Small Business Development Center, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $140,550, 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.

Steven Glick, Originator

06/24/99 - B39 page 2
Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Chancellor

Subject: GRANT

CalWORKs Education and Training

BACKGROUND INFORMATION:

City College of San Francisco Office of Education administers funds to provide education and training for TANF/CalWORKs participants. To provide specialized training, the Office of Workforce Education wishes to retain the services of High/Scope Foundation to conduct a one-week intensive workshop for ninety Child Development CalWORKs/TANF participants. The intensive training will include thirty-six hours of instruction time, materials for participants, and the travel expenses of four trainers. CalWORKs/TANF participants will receive a certificate of completion at the end of their training.

Funding for this contract will come entirely from CalWORKs/TANF Budget Grant #123804-7800-6499-N. There is no additional space or in-kind match required. The TANF grant will provide the funding for this specialized training.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with the High/Scope Foundation for $31,056.50 to provide the education and training to CalWORKs participants.

The proposal has the following budget:

Instruction Cost: $15,400.00
Lodging/Transportation/Meals 6725.00
Materials for Participants 8931.50

Total $31,056.50
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.

Bernice B. Brown, Originator
Stephen Rico, Originator

06/24/99 - B40 page 2
Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., less than $3,000
(Resolution No. 990527-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $566,670.77 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Direct Payments</td>
<td>$70,006.67</td>
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<tr>
<td>Purchase Orders</td>
<td>457,153.48</td>
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<td>Travel/Mileage</td>
<td>39,510.62</td>
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<tr>
<td><strong>GRAND TOTAL:</strong></td>
<td><strong>$566,670.77</strong></td>
</tr>
</tbody>
</table>

James Kendrix, Originator

06/24/99 - C1 page 1
Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., more than $3,000
(Resolution No. 990527-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A”.

GRAND TOTAL: $2,847,202.42

James Kendrix, Originator

06/24/99 - C2 page 1
DATE:       June 24, 1999       C3

TO:         Board of Trustees

FROM:       Dr. Philip R. Day, Jr., Chancellor

Subject:    GRANTS
            Acceptance of Gifts
            (Resolution No. 990624-C3)

BACKGROUND INFORMATION:
SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor
vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious
stones, (6) precious metals, (7) goods other than (1) or (2) above with a market
value exceeding $1,500, be accepted by the SFCCD only by resolution of the
Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:
WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Provost, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to accept the gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

6/24/99 - C3 Page 1
<table>
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<td>Rick Padgett Memorial Scholarship</td>
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<td>San Francisco</td>
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<tr>
<td>2) Cash</td>
<td>Paul Hewitt</td>
<td>Paul Hewitt Physics Scholarship</td>
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<tr>
<td>3) Cash</td>
<td>Bie H. Tan</td>
<td>Math Opportunity Scholarship</td>
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<td>Hercules</td>
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Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Extending Acting Appointment
Educational Academic Administrator
(Resolution No. 990624 - F1)

BACKGROUND INFORMATION:

Resolution No. 990624 - F1 extends an acting educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective July 1, 1999 through July 31, 1999, or until a permanent dean is hired, whichever occurs first, Veronica Hunnicutt’s appointment as Acting Dean, Southeast Campus (Office of the Provost) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification B, Dean I/ Associate Director.

Gary Tom, Originator

06/24/99 - F1  page 1
Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Extending Interim Appointment
Educational Academic Appointment
(Resolution No. 990624 - F2)

BACKGROUND INFORMATION:

Resolution No. 990624 - F2 extends an interim educational academic appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective July 1, 1999 through December 31, 1999, or until a permanent dean is hired, whichever occurs first, Juanita L. Owens’ appointment as Interim Dean of Counseling Services (Office of VC Student Development) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator

06/24/99 - F2 page 1
Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Extending Interim Appointment
Non-Educational Academic Administrator
(Resolution No. 990624 - F3)

BACKGROUND INFORMATION:

Resolution No. 990624 - F3 extends an interim non-educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective July 1, 1999 through December 31, 1999, or until a permanent dean is hired, whichever occurs first, Mamie How’s appointment as Interim Director Information Technology Services (Office of the Chief Operating Officer) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator

06/24/99 - F3 Page 1
Date: June 24, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Acting Appointment
Educational Academic Administrator
(Resolution No. 990624 - F4)

BACKGROUND INFORMATION:

Resolution No. 990624 - F4 covers an acting educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective August 1, 1999 through January 18, 2000, Charles Fracchia be appointed as Acting Dean, Library and Learning Resources (Office of the Provost), replacing Rita Jones, who is on sabbatical leave (110 days) from the District during the Fall 1999 semester. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator
Date: June 24, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources Appointment Educational Academic Administrator (Resolution No. 990624 - F5)

BACKGROUND INFORMATION:

Resolution No. 990624 - F5 covers an educational academic administrative appointment for the Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost). Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective August 1, 1999, Bruce Smith be appointed as Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost). Salary shall be in accordance with the FY 1999/2000 Management Salary Schedule, Classification B, Dean I/Associate Director.

Gary Tom, Originator

06/24/99 - F5  page 1
Date: June 24, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Extending Temporary Exempt Grant-Funded Appointment Academic Administrator
(Resolution No. 990624 - F6)

BACKGROUND INFORMATION:

Resolution NO. 990624 - F6 extends a temporary exempt grant-funded academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective July 1 through December 31, 1999, or until a permanent dean is hired, whichever occurs first, Bernice Brown’s appointment as Dean CalWorks Education and Training (Office of the Provost) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator

06/24/99 - F6 page 1
Date: June 24, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor
Subject: Human Resources
Extending Interim Appointment
Educational Academic Administrator
(Resolution No. 990624 - F1)

BACKGROUND INFORMATION:
Resolution No. 990624 - F1 extends an interim educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:
RESOLVED: That effective July 1, 1999 through July 31, 1999, or until a permanent dean is hired, whichever occurs first, Veronica Hunnicutt’s appointment as Interim Dean, Southeast Campus (Office of the Provost) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification B, Dean I/ Associate Director.

Gary Tom, Originator

06/24/99 F1 page 1
To: Board of Trustees  
From: Dr. Philip R. Day, Jr., Chancellor  
Subject: Human Resources  
Amending Resolution No. 990527 - L2  
Reemployment of Service Retirants  
(Resolution No. 990624 - L2)

BACKGROUND INFORMATION:

At their May 27, 1999, regular Board meeting, the Board of Trustees adopted Resolution No. 990527 - L2 employing retirant Reginald Alexander for the period July 1, 1999 through June 30, 2000, at a compensation not to exceed the State Teachers’ Retirement System (STRS) limit on retirant compensation. We wish to amend Resolution No. 990527 - L2 to correct the 1999-2000 STRS earnings limit. The earnings limit was incorrectly stated as $18,300, and should have been $19,050. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective for the dates shown, the following retirant be employed to perform duties as agreed at a compensation not to exceed $19,050, the State Teachers’ Retirement System limit on retirant compensation in the 1999/2000 fiscal year as provided for in Education Code Section 24214 and appropriate STRS directions.

ALEXANDER, REGINALD  
July 1, 1999 - June 30, 2000

Gary Tom, Originator
Date: June 24, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor
Subject: Human Resources
Reemployment of Service Retirants
Under Education Code Section 24214
(Resolution No. 990624 - L3)

BACKGROUND INFORMATION:

Under California Education Code Section 24214, a retiree 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 1999-2000 STRS earnings limit is $19,050.

The College seeks to employ Dr. Arthur Cherdack to provide technical advice in the preparation of enrollment reports the state requires, as well as assistance during the transition period for his successor. Dr. Cherdack’s work will be directed by the Dean of Admissions and Records.

RECOMMENDATION:

RESOLVED: That effective for the dates shown, the following retiree be employed to perform duties as agreed at a compensation not to exceed the State Teachers’ Retirement System limit on retiree compensation in any fiscal year as provided for in Education Code Section 24214 and appropriate STRS directions.

ARTHUR CHERDACK July 1, 1999 - December 31, 1999

Gary Tom, Originator

06/24/99 - L3 page 1
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL

Authorizing an Interagency Protocol Agreement with the City and County of San Francisco, San Francisco Police Department for the purpose of clarifying operational responsibilities for investigations of violent crimes occurring on each campus.

(Resolution No. 990624-S1)

BACKGROUND INFORMATION:

The California State legislature has enacted SB 1729 (Kristin Smart Campus Safety Act). This legislation requires that California community colleges enter into written agreements with local law enforcement agencies for providing the public with clear information regarding the operational responsibilities for the investigation of crimes occurring on their campuses. The requirements are provided in the California Education Code section 67381. Copies of the agreements must be available for public viewing by July 1, 1999. Copies of all agreements must be transmitted to the legislative analyst on or before September 1, 1999.

The written agreement between the San Francisco Community College District Police Department and the San Francisco Police Department will formalize existing operational practices. Primary law enforcement is the responsibility of the San Francisco Community College Police Department. Part 1-Violent Crimes (homicide, forcible rate, etc.) are the responsibility of the San Francisco Police Department. The San Francisco Police Department will provide special services as on an as needed basis.
RECOMMENDATION:

RESOLVE: That authorization be given to enter into an interagency protocol agreement with the San Francisco Police Department, City and County of San Francisco.

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.

Charles N. Collins, Originator

06/24/99 - S1 page 2
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Special

Adjourning the regular monthly meeting of July, 1999 to August, 1999 and authorizing the Chancellor or his designee to take action subject to Board ratification or approval.

(Resolution No. 990624-S2)

BACKGROUND INFORMATION:
While Education Code Section 72000 (c)(4) describes a schedule for regular meetings of a board of trustees of a community college district, Government Code Section 54955 provides that the legislative body of a local agency may adjourn any regular meeting to a specified time and place. It is recommended that the regular July, 1999 meeting be adjourned to the time and place of the regular August, 1999 meeting. However, in order to provide for the uninterrupted operation of the District during the period from the June meeting to the August meeting, it is further recommended that the Board authorize the Chancellor or his designee to take any and all action necessary for the operation and conduct of the San Francisco Community College District in accordance with Education Code Sections 70902(d) and 81655.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby adjourns the regular monthly meeting of July 29, 1999 to August 26, 1999 at 6:00 p.m., at 33 Gough Street, San Francisco; and

FURTHER BE IT RESOLVED: That the Chancellor or his designee be authorized to take any and all action necessary for the operation and conduct of the San Francisco Community College District during the time between the regular June and August 1999 Board meetings, subject to ratification or approval by the Board of Trustees at its next regular meeting.

Originator: Ronald Lee

06/24/99 - S2 page 1

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.

DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: June 24, 1999

SUBJECT: Remove All Links Between the CCSF Server
And The Teacher Review Computer
(Resolution No. 990624-S3)

RESOLVED: That the Chancellor direct the City College of San Francisco Webmaster
to remove all links between the City College of San Francisco server and the Teacher
Review computer.

Trustee Robert Varni, Originator
Trustee James Haskell Mayo II, Originator
Trustee Rodel Rodis, Originator

06/24/99 - S3 page 1
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL Authorization to Submit Final Project Proposal to State Chancellor’s Office (Resolution No. 990624-S4)

BACKGROUND INFORMATION:

RECOMMENDATION:

WHEREAS, under provisions of Education Code the San Francisco Community College District is required to submit Final Project Proposals(s), as requested for the 1999-2000 fiscal year funding; and

WHEREAS, requested projects are part of the District’s 1999-2003 Five-Year Construction Plan.

THEREFORE BE IT RESOLVED: That the President and the Secretary of the Board be, and they are hereby, authorized to submit proposed projects, as directed by the Chancellor’s Office, California Community Colleges, under said act, and to execute the necessary applications, assurances, and authentication forms for the following project(s):

San Francisco City College - Mission Campus Building
Preliminary Plans and Working Drawings, furniture and group II equipment.

Peter Goldstein, Originator
DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL Authorization for the San Francisco Community College District to become a member of a joint powers authority. (Resolution No. 990624-S5)

BACKGROUND INFORMATION:

Owner Controlled Insurance Programs (Wrap Up) for construction projects can benefit school and community college districts in the State of California by providing general liability and workers compensation coverages for contractors. This can be particularly helpful to smaller minority and women owned firms. It may also result in substantially lower insurance costs to the districts for construction projects.

More than 50 school and community college districts in California are joining together to form a Joint Powers Agency for Owner Controlled Insurance Programs (Wrap Up). The JPA being formed would be known as SEWUP (State Education Wrap UP Program) and would be governed directly by the member school and college districts. The source of funding for each district’s construction projects would be used to pay for the needed coverages.

The authority for this activity is contained in Title I, Division 7, Chapter 5 Article I (Section 6500 et seq.) of the Government Code of the State of.

The District will not be required to invest any funds in this JPA. In addition, the District will not take on any additional liability because the JPA will fully insure each project.

06/24/99 S5 page 1
RECOMMENDATION:

THEREFORE BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby declares its membership in the Statewide Educational Wrap Up Program and instructs its duly authorized agent to execute on behalf of the District the attached Joint Powers Agreement and appoints its Chief Operating Officer as its official representative to the SEWUP JPA.

Peter Goldstein, Originator

06/24/99 S5 page 2
Date: June 24, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: Real Estate
Authorization to sublease to the First Chinese Baptist Church of San Francisco, starting August 1, 1999 through February 28, 2000 at a rate of $200 per month at 888 Clay St., San Francisco, California (Resolution No:990624-W1)

BACKGROUND INFORMATION:
By Board Resolution No. 970731-W1, the Board of Trustees approved a ten year rental agreement with the owners of 888 Clay St., San Francisco, CA for the use of two floors for classes offered by the Chinatown/North Beach Campus. One other site the Chinatown/North Beach Campus has used in the past to offer classes is the First Chinese Baptist Church of San Francisco. On May 13, 1999, the District received a request by the First Chinese Baptist Church of San Francisco to sublet six classrooms on Friday nights and two classrooms on Saturday nights from August, 1999 through February, 2000 during the church’s retrofit project. Pursuant to our lease at 888 Clay St., District administration sought and received approval from the owners/landlords and recommends a sublease.

RECOMMENDATION:
RESOLVED: That the Board of Trustees authorizes a sublease to the First Chinese Baptist Church of San Francisco, starting August 1, 1999 through February 28, 2000 at a rate of $200 per month at 888 Clay St., San Francisco, California

Further Be It Resolved: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such a sublease agreement on behalf of the San Francisco Community College District.

Stephen J. Herman, Originator

06/24/99 – W1 page 1
FOR INFORMATION ONLY

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

Subject: Report on contracts under $50,000, Office of Contract Education, City College of San Francisco, April 1999.

This report is for information only on contracts that the Office of Contract Education negotiated or amended under $50,000 for the month of April 1999.

- San Francisco Works WICS Cycle II Training (SFW-3) – Contract total $38,870, term April 1, 1999 to August 31, 1999, for basic skills assessment and computer training.

- San Francisco Works LEAP Cycle II Training (SFW-4) - Contract total $41,360, term April 1, 1999 to October 29, 1999, for basic skills assessment and computer training.
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
RE: INFORMATIONAL REPORT
NO ACTION NECESSARY
Sabbatical Leaves – Fall ’99
Academic Employees

BACKGROUND INFORMATION:
The following academic employees have been granted sabbatical leaves for the Fall 1999 semester under the SFCCD/AFT Local 2121 Contract as indicated:

**FALL 1999 SABBATICAL AWARDS**

| FACULTY MEMBER    | DEPARTMENT                |\|————|————|
|-------------------|---------------------------|
| Beaver, William   | CIS                       | Research       |
| Diamond, Linda    | Business                  | Research       |
| Fregly, Carol     | English                   | Study          |
| Guthrie, Michael  | Biology                   | Research       |
| Miller, David     | Auto/Trade                | Research       |
| Tam, MoShueta     | ESL                       | Research       |
| Truitner, James G.| Behavioral Sciences       | Research       |

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<tr>
<td>Irwin, Robert C.</td>
<td>ESL</td>
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<td>Jabbar, Abdul</td>
<td>English/Interd. Studies</td>
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<td>Kuusisto, Sharyn</td>
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<td>Lovis, David M.</td>
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Total Fall 1999 Sabbatical Awards: 27
Regular Meeting of the
Board of Trustees of the
San Francisco Community College District

City College of San Francisco
DISTRICT OFFICE
Auditorium
33 Gough Street
San Francisco
Thursday, July 29, 1999

Open Session – 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

Approval of Minutes
Regular Meeting Minutes – February 25, 1999
Regular Meeting Minutes – March 25, 1999
Regular Meeting Minutes – April 29, 1999

IV. Adoption of Resolutions Agenda

V. Approval of Consent Agenda Items as Listed:

VI. Special Presentations
A) Proposed MBE/WBE/LBE policy, Remedies program), Procedures, and Implementation plan with time table – Eleanor Mason Ramsey, President and Debra Lawson, Associate

VII. Monthly Financial Report

VIII. Action on Other Resolutions Agenda Items

IX. Report from Constituent Groups
   - Academic Senate
   - Associated Students
   - Classified Senate

* 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.
X. Board of Trustees’ Report

XI. Chancellor and Staff Reports

XII. Requests to Speak

XIII. Adjournment

**FINANCE** (Pages 1-55e)

**GENERAL FUND**

B1 - Authorization be hereby given to established a contract with Bay Area Video Coalition to provide instruction, technical support, and equipment upgrade in our multimedia lab on the Mission Campus for the purpose of teaching multimedia applications to students from Mission High School for the period of July 12 through July 28, 1999, at a cost not to exceed $6,000.

B2 - Authorization be hereby given to contract with Bay Area Motorcycle Training, August 1, 1999 through July 31, 2000, with the possibility of two single year extensions upon mutual agreement between the District and BAMT for the use of the South Balboa reservoir at Phelan Campus on Sundays for Motorcycle training.

B3 - Authorization for General Fund Modification(S) for Special Services Contract totaling to $6,056.

B4 - Authorization hereby given to contract with Accent International Consortium for Academic Programs for logistical and program arrangements to Italy, in connection with a credit program, and authorization to contract with ACCENT for travel and logistical program arrangements.

B5 - Authorization to Amend the Adopted 1998-99 Revenue and Resources Budget.

B6 - Authorization be hereby given to contract with SCT to license the Campus

* - It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
Pipeline software at no charge, under a grant sponsorship.

CAPITAL OUTLAY

B7 - Authorization be given to award a construction contract to Semans Communications, Inc., the lowest responsible bidder for the Project: Phelan Campus Fiber Backbone, for a cost not to exceed $450,000 to be completed on or before April 30, 2000.

B8 - Authorization for six (6) Contract Modification(s) totaling $170,774.19 for Special Services and (1) amended Construction Contract.

GRANTS

B9 - Authorization be given to contract with Marshall Crossman Design to provide services related to the production of the brochure/mural key for the Diego Rivera Mural project for the period of August 1, 1999 through August 31, 1999, in the amount not to exceed $11,000, funded by the 1999-2000 Partnership for Excellence.

B10 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the San Francisco Solid Waste Management Program to establish Waste Diversion: Education Program and Waste Diversion: Bins Program for the period of July 1, 1999 until May 30, 2000 in the amount not to exceed $6,700.

B11 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the Chancellor's Office of California Community Colleges will provide funds to a Search Engine Feasibility Study for the period of August 1, 1999 until July 30, 2000 in the amount not to exceed $200,000.

B12 - Authorization to 1) submit a renewal application for funds, and 2) appropriate all funds receivable upon approval by the California Community Colleges Chancellor's Office Economic Development Funds for the Center of Excellence on behalf of the 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.
Office of Contract Education, for the period July 1, 1999 through June 30, 2000, not to exceed $178,875.

B13 - Authorization to contract with Patrick Cheng for providing the custodial ergonomics training and refresher courses to employees of SFAC during the period of August 1, 1999 to December 31, 1999, for a total of 200 hours of services at a rate of $100 per hour for a cost not to exceed $20,000.

B14 - Authorization 1) to contract with Wendy Baker for providing assistant in the SFCACT Grant related activities and ETP programs for a cost not to exceed $7,500 during the period of July 1, 1999 to October 31, 1999; 2) to contract with Amee Tsai for providing assistant in the Gerber Technology programs for a cost not to exceed $9,750 during the period of July 1, 1999 to November 30, 1999.

B15 - Authorization to modify existing Grants totaling $32,240.

B16 - Authorization (1)To augment an agreement and (2) To appropriate all funds receivable upon approval by the Esprit de Corp to provide apparel training for its employees for the period July 1, 1999 through December 31, 1999 for an amount not to exceed $77,000.

B17 - Authorization to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Center Based Child Development Program for the fiscal year 1999-2000.

B18 - Authorization to submit an application for funds and appropriate all funds receivable upon approval by the California Community Colleges Chancellor’s Office, under the Foster Parent Education Program, for the fiscal year 1999-2000.

* - 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.
B19 - Authorization to submit an application for funds and appropriate all funds receivable upon approval by the California Community Colleges Chancellor’s Office, under the Foster Parent Independent Living Training Program, for the fiscal year 1999-2000. Total funding is not to exceed $13,100.

B20 - Authorization (1) to contract with and (2) to appropriate funds from the Private Industry Council of San Francisco for the San Francisco Assessment Center (SFAC) to provide vocational assessment at Career Link for the period July 01, 1999 through June 30, 2000, in the amount of $80,000.

B21 - Authorization (1) to submit a continuation application to renew the City College Adolescent Pregnancy Prevention Program (C-CAPP) and (2) to appropriate all funds upon approval by the Office of Population Affairs to continue the City College Adolescent Pregnancy Prevention Program (C-CAPP) through the Child Development and Family Services Department and the C-CAPP will coordinate with the Independent Living Program, for the period of September 6, 1999 to September 15, 2000, in the amount not to exceed $270,000.

B22 - Authorization be given for a special services contract with David J. Munro to serve as coordinator of the Center for the period July 1, 1999, to June 30, 2000, in the amount not to exceed $6000.

B23 - Authorization to contract with Amy Schwimmer for providing assistance in the Student Success Middle College High School Project for a cost not to exceed $40,000 during the period of July 1, 1999 to June 30, 2000.

B24 - Authorization to submit a renewal application for the ED>Net Biotechnology grant to the Chancellor’s Office California Community

* - It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent 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.

B25 - Authorization hereby be given 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, 1999 through June 30, 2000, in the amount not to exceed $20,500.

B26 - Authorization be hereby given to contract with Dr. Norena Badway for conducting a CalWORKs Curriculum Redesign Workshop for cost not to exceed $9,920 for the period June 10 to June 30, 1999.

B27 - Authorization be hereby given to contract with the Department of Human Services (DHS) for providing off-campus Workstudy for eligible students, cost not to exceed $200,400 for the period January 1, 1999 to June 30, 1999.

B28 - Authorization be hereby given to contract with Public and private entities to provide off-campus Workstudy for eligible students, cost not to exceed $50,000 for the period January 1, 1999 to June 30, 1999.

B29 - Authorization be hereby given to contract with Public and private entities to provide off-campus Workstudy for eligible students, cost not to exceed $50,000 for the period July 1, 1999 to June 30, 2000.

B30 - Authorization be hereby given to contract with the Department of Human Services (DHS) for providing off-campus Workstudy for eligible students, cost not to exceed $353,059 for the period July 1, 1999 to June 30, 2000.

Equipment, Supplies & Services (Pages 56-63)

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 64-115)**

F1 - Extending Acting Appointment Educational Academic Administrator

F2 - Appointment Educational Academic Administrator

F3 - Interim Appointment Educational Academic Administrator

F4 - Special Administrative Assignment Interim Educational Academic Administrator

G1-13- Academic Employees, Credit Program, District Funded

H1-2 - Academic Employees, Credit Program, 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 - Academic Employees Community Services Classes

**POLICY (Pages 116-118a)**


**Special (Pages 119-131)**

S1 - Presenting the Initial Proposal of the Department Chairperson Council for a Successor Collective Bargaining Agreement, and

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* 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.
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.
W1  -  Authorization to exercise options to renew rental agreements for the use of space by City College of San Francisco for fiscal year 1999-2000.

W2  -  Authorization to lease Floors 1 and 2 of Building B at Fort Mason Center, July 1, 1999 through June 30, 2000

Information only (Pages 137-139)

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:  August 26, 1999
    Phelan Campus
    Pierre Coste Dining Room
    50 Phelan Avenue
    San Francisco, Ca.

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*C - 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.
Date: July 29, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor
Subject: GENERAL FUND
Authorization to Contract
(Resolution No. 990729-B1)

BACKGROUND INFORMATION:

Digital Mission, a collaborative of nonprofit agencies that includes Mission Hiring Hall, Bay Area Video Coalition, Arriba Juntos, and City College of San Francisco, wishes to pilot a school-to-career program this summer at the Mission Campus. Bay Area Video Coalition (BAVC) will provide the teaching, teaching assistance, lab support and equipment upgrades at the Mission Campus in our multimedia facility, Room 412. The class will take place from July 12-July 28, 1999, Monday through Thursday, from 10:00 a.m. -3:00 p.m.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Bay Area Video Coalition to provide instruction, technical support, and equipment upgrade in our multimedia lab at the Mission Campus for the purpose of teaching multimedia applications to students from Mission High School for the period of July 12 through July 28, 1999, at a cost not to exceed $6000, and

FURTHER BE IT RESOLVED: That the Chancellor and/or Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Frances Lee, Originator
07/29/99 - B1 page 1
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: CONTRACT: Authorization to Contract
(Resolution No.: 990729-B2)

BACKGROUND INFORMATION:

Bay Area Motorcycle Training (BAMT), in connection with the California Highway Patrol Motorcyclist Safety Program, offers beginning and advanced courses in motorcycle training. BAMT offers motorcycle training at a number of Bay Area sites. BAMT has approached District administration for the right to offer the training courses on Sundays in the South Balboa Reservoir at Phelan Campus. BAMT spoke with representatives from both the OMI and Westwood Neighborhood Associations to see if there were any concerns about Sunday motorcycle training in the reservoir and was told that there were no objections to the training. BAMT has offered to pay the District $125 each Sunday per range, based on the number of ranges used. The South reservoir could accommodate up to two ranges. BAMT shall supply the District with a statement of the number of ranges and days used per month in the first week of the following month. Additionally, BAMT shall carry a $2,000,000 liability policy naming the District as insured.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Bay Area Motorcycle Training, August 1, 1999 through July 31, 2000, with the possibility of two single year extensions upon mutual agreement between the District and BAMT for the use of the reservoir at Phelan Campus on Sundays for Motorcycle training, and
FURTHER BE IT RESOLVED: That BAMT shall pay the District the sum of $125 per Sunday per range based on the number of ranges used, 30 days net, payable at the end of each month, with the potential of the South reservoir accommodating up to two ranges, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Stephen J. Herman, Originator

07/29/99 - B2 page 2
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: General Fund
       Authorization for General Fund Modification(s) for Special Services Contract
       totaling to $6,056
       (Resolution No. 990429-B3)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS: ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 980827-B3 990429-B2</td>
<td>Shirley Low</td>
<td>Aug. 3, 1998-</td>
<td>$32,000</td>
<td>Extend contract amount to</td>
<td>$38,056</td>
<td>Extend contract</td>
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<tr>
<td></td>
<td></td>
<td>June 30,1999</td>
<td></td>
<td>$6,056.</td>
<td></td>
<td>amount to provide payroll related programming services.</td>
</tr>
</tbody>
</table>

Total= $6,056

RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
DATE:    July 29, 1999

TO:      Board of Trustees

FROM:    Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
        Authorization to Conduct a Study Abroad Program Italy -
        Summer 2000 and to contract
        (Resolution No. 990729-B4)

BACKGROUND INFORMATION:

In 1985, the Board of Trustees approved Board Resolution to contract with Opportunities in
International Learning (O.I.L.) and European Studies Association (E.S.A.) in order to provide travel
and educational program services for a semester program in France. In 1989, the Board of Trustees
gave approval to contract with O.I.L. for a Study Abroad Program in Italy. On October 31, 1991, O.I.L.
changed their name to Accent International Consortium for Academic Programs.

O.I.L./ACCENT has been successfully providing us with services for our Study Abroad Programs for
twenty-seven (27) consecutive semesters for France and eighteen (18) consecutive semesters for
Italy. This organization consistently receives excellent evaluations from CCSF students and Faculty
participating in Study Abroad Programs in these countries.

City College is now proposing to renew its contract with Accent for the Summer of 2000. The scope of
work, period of service and cost per student are as follows:

07/29/99 – B4 page 1
1. Study Abroad Program in Italy. Accent will provide the necessary travel and educational program arrangements for CCSF's Study Abroad Programs in Italy. The dates of this program will be: Summer 2000: June 10 to July 4, 2000. Cost per student, which includes instruction, housing, student activities, excursions and ground transportation is $2500.

The costs of these programs are to be borne by the students. The District shall not expend any funds for transportation, housing, meals or incidentals.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Accent International Consortium for Academic Programs for logistical and program arrangements to Italy, in connection with a credit program, and authorization to contract with ACCENT for travel and logistical program arrangements, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute such contract on behalf of the District to effectuate this resolution

Joanne Low, Originator
Jill Heffron, Originator

07/29/99 – B4 page 2
AMENDED 07/27/99

DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund

1) Amending the Adopted 1998-99 Revenue and Resources Budget; 2) Increasing the Designated Reserve and transferring funds to Restricted Programs; 3) Transferring Funds for Expenditures.

(Resolution No. 990729-B5)

BACKGROUND INFORMATION:


On November 19, 1998, Resolution No. 981119-B9 was approved increasing the General Fund Unrestricted Expenditure Appropriations by $604,821 for 1997-98 encumbrances and $800,000 to fund instructional departments supply allocations previously funded by one-time Block Grant Funds. These adjustments increased the Expenditure Budget from $126,961,802 to $128,366,621.

On February 25, 1999, Resolution No. 990225-B4 was approved, increasing the 1998-99 General Fund Unrestricted Revenue and Resources from $127,963,147 to $128,767,181.

07/29/99 – B5 page 1
Adjustments must be completed to the 1998-99 Revenue and Expenditure Budgets in preparation for the year-end-closing and completion of the District’s Annual Audit Report. This process requires that the Board of Trustees approve revised budgets for revenue and expenditures to equal the fiscal year projection.

Please note that in the previously submitted B5 Resolution, staff indicated that the adjustments currently listed may be amended prior to the July 29, 1999 Board meeting.

After a review and analysis of the June 99 Apportionment Statement along with year-to-date expenditures and expenditures yet to be reflected as of June 30, 1999 the following budget adjustments are required:

1. Revenue and Resources:
   a. Increase General Fund Unrestricted Revenue and Resources from $128,767,181 to $130,757,589

   | Revenue                        | $128,223,495 |
   | Unreserved/Undesignated Beginning Balance | 2,463,094 |
   | Total Revenue and Resources     | $130,687,030 |

2. Increase to Designated Reserve and Transfers Out for Restricted Programs:
   a. Designated Reserve $100,000
   b. Cafeteria Fund $372,892 including $164,023 for prior years deficit and $218,114 for the 1998-99 deficit
   c. Student Health Center $197,000 for prior years deficit and $____ for the 1998-99 deficit

3. Budget Transfer for General Fund Unrestricted Expenditures:

07/29/99 – B5 page 2
Request to transfer unallocated funds and classified salary savings to cover planned one-time equipment expenditures (Capital Outlay), increased postage and advertising expenditures, higher maintenance costs (Other Operating Expenses), increased custodial supplies (Supplies/Materials), negotiated salary adjustments

<table>
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<th>Transfer From:</th>
<th>Transfer To:</th>
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<tbody>
<tr>
<td></td>
<td>Certificated Salaries $ 1,000,000</td>
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<tr>
<td></td>
<td>Supplies $ 144,500</td>
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<tr>
<td>Classified Salaries</td>
<td>$ 574,616</td>
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<tr>
<td>Other Outgo</td>
<td>1,800,000</td>
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<td>(Unallocated)</td>
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<tr>
<td>Total Transfer From</td>
<td>$ 2,374,616</td>
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<tr>
<td></td>
<td>Total Transfer To</td>
</tr>
<tr>
<td></td>
<td>$ 2,374,616</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

RESOLVED: That the 1998-99 General Fund Unrestricted Revenue and Resources Budget be amended from $128,767,181 to $130,687,030; 2) that Transfers from the General Fund Unrestricted Expenditure Budget be authorized for $100,000 Designated Reserve; $372,892 Cafeteria Fund; $197,000 for the Student Health Center; 3) that $2,374,616 be reallocated to negotiated salary adjustments and planned deficits in Supplies and Materials, Other Operating Expenses, and Capital Outlay, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the College to effectuate this resolution.

James Kendrix, Originator

07/29/99 – B5 page 2
AMENDED 07/27/99

DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND Authorization to contract (Resolution No: 990729-B6)

BACKGROUND INFORMATION:

City College of San Francisco has been using SCT's Banner administrative software application since July, 1994. SCT is currently offering to colleges software that would allow our City College community of Banner users the ability to customize their Web interface into Banner information. This software would allow the City College community who uses Banner the ability to customize their Web interface into Banner information. This grant sponsorship also covers all maintenance costs. At this time, City College has not implemented the Banner Web Product, which would allow students to register over the Web, and also allow faculty the ability to access class information over the Web, and allow employees to view their employment information over the Web. The Campus Pipeline product would not be usable until Banner Web is implemented, which is projected for the 2000-2001 fiscal year. At the time that Campus Pipeline is installed and implemented, there will be a charge of $35,000 by SCT for implementation costs. At that time, a Board resolution authorizing this expenditure will be needed.

07/29/99 – B6 page 1
RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with SCT to license the Campus Pipeline software at no charge, under a grant sponsorship, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
Mamie How, Originator

07/29/99 – B6 page 2
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990729 – B7)

BACKGROUND INFORMATION:

Project: Phelan Campus Fiber Backbone

The District followed the normal construction bid process, received seven bids from cabling vendors, including two Minority Business Enterprise firms and the District wishes to contract with the lowest responsible bidder, Semans Communications, Inc., for the project: Phelan Campus Fiber Backbone. This project consists of a) the installation of the fiber optics cable, originating from the main computer room in Batmale Hall and terminating to each of 13 building locations on Phelan Campus, and b) the installation of the fiber termination hardware, (including racking, cabinets, etc.) in designated telecommunication closets in the 13 buildings on Phelan Campus.

The fiber backbone will provide networking connectivity among the Phelan campus buildings. It is the first step and a crucial step in the building of the City College network infrastructure. Faculty have been planning instructional and curricular changes based on the network

07/29/99 – B7 page 1
services that the fiber backbone project and the network infrastructure upgrade would provide. The cost of this contract is not to exceed $450,000 ($390,000 bid price plus 15% contingency). While Semans Communications, Inc. is not an MBE firm, they will be using an MBE electrical subcontractor, Hanson Electric. This project is funded by Prop A General Obligation Bond Funds.

RECOMMENDATION:

RESOLVED: That authorization be given to award a construction contract to Semans Communications, Inc., the lowest responsible bidder for the Project: Phelan Campus Fiber Backbone, for a cost not to exceed $450,000 to be completed on or before April 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
Mamie How, Originator

07/29/99 – B7 page 2
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for six (6) Contract Modification(s) totaling $170,774.19 for Special Services and One (1) Construction Contract Amendment (Resolution No. 990729-B8)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 981119-B5</td>
<td>Chow Engineering, Inc. (Project Engineer)</td>
<td>$23,000.00</td>
<td>$275.00</td>
<td>CM #2 - $595.00</td>
<td>$23,870.00</td>
<td>Lead paints sampling and testing, and additional project management for abatement work.</td>
</tr>
<tr>
<td>B 990624-B8</td>
<td>Golden Bay Fence Plus Iron Works Inc., (General Contractor)</td>
<td>$43,606.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$43,606.00</td>
<td>Change of funding sources from MOCD’s $15,000 and Bond’s $28,606 to 100% by Prop A Bond’s $43,606.</td>
</tr>
<tr>
<td>C 990325-B3</td>
<td>KKA Architects, Inc., (Project Architect)</td>
<td>$25,400.00</td>
<td>$10,000.00</td>
<td>CM #2 - $10,445.19</td>
<td>$45,845.19</td>
<td>Additional architectural planning services for 2000-2001 State Capital Outlay Project Proposal.</td>
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<tr>
<td>D 990325-B3</td>
<td>KKA Architects, Inc., (Project Architect)</td>
<td>$17,915.00</td>
<td>$678.00</td>
<td>CM #2 - $22,935.00</td>
<td>$35,908.00</td>
<td>Additional architectural planning services for 1999-2000 State Capital Outlay Project Proposal.</td>
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<tr>
<td>E 980528-B37</td>
<td>SCA Environmental, Inc., (Project Engineer)</td>
<td>$25,080.00</td>
<td>$3,351.00</td>
<td>CM #3 - $15,195.00</td>
<td>$43,626.00</td>
<td>Additional engineering &amp; project management services.</td>
</tr>
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<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION AMOUNT</td>
<td>REQUESTED CONTRACT MODIFICATION AMOUNT</td>
<td>NEW CONTRACT AMOUNT</td>
<td>COMMENTS</td>
</tr>
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<td>----------------------------------------</td>
<td>---------------------</td>
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</tr>
<tr>
<td>F 990225-B5 Visual Arts Air Correction</td>
<td>YAMAS Control, Inc., (Mechanical Contractor)</td>
<td>$50,100.00</td>
<td>$16,400.00</td>
<td>CM #3 - $5,600.00</td>
<td>$72,100.00</td>
<td>Additional HVAC, Zone-B, handling unit control device replacement work.</td>
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<td>G 980430-B28 Cloud Hall Remodel for Allied Health</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000.00</td>
<td>$325,952.02</td>
<td>CM #9 - $114,404.00</td>
<td>$5,146,356.02</td>
<td>CO #11 for field changes due to the unforeseen site conditions.</td>
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<tr>
<td>H 981217-B21</td>
<td>Media Connections Group</td>
<td>$10,000</td>
<td>0</td>
<td>CM #1 - $1,600</td>
<td>$11,600</td>
<td>Additional amount funded by GO bonds, Prop A. Review Phelan Campus fiber bid specifications for video requirements.</td>
</tr>
</tbody>
</table>

**Total** $170,774.19

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Approval for Special Services Contract
(Resolution No. 990729-B9)

BACKGROUND INFORMATION:
The Diego Rivera Mural Project wishes to produce a brochure and information key for the Diego Rivera Mural, _Pan American Unity_. The brochure will provide information about the mural and City College. The key will furnish information about each of the figures in the mural. Marshall Crossman Design, a women-owned firm in San Francisco, will provide both the professional services related to the design/coordination and production of the brochure/mural key. Marshall Crossman Design will also provide for the printing and folding of the brochure/mural key with the total production of 5000 copies. Total cost of the project will not exceed $11,000. The funding will come from the 1999-2000 Partnership for Excellence allocation.

RECOMMENDATION:
RESOLVED: That authorization be given to contract with Marshall Crossman Design to provide services related to the production of the brochure/mural key for the Diego Rivera Mural project for the period of August 1, 1999 through August 31, 1999, in the amount not to exceed $11,000, funded by the 1999-2000 Partnership for Excellence, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

07/29/99 – B9 page 1
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval to submit an application and appropriate funds received
(Resolution No. 990729-B10)

BACKGROUND INFORMATION:

The San Francisco Solid Waste Management Program will provide funds for Waste Diversion: Education Program. These funds will allow City College of San Francisco Building and Grounds to educate CCSF staff and students about the importance of recycling. The funds will be used to hire an individual to schedule and make presentations to staff as well as set up a Recycling Information Fair. Additional funds will be provided under the Waste Diversion: Bins Program to purchase additional recycling bins.

There are no additional funds or space required. City College of San Francisco is the fiscal agent.

Income
San Francisco Solid Waste Management Program (Grant) $6,700

Expenditures
Employee Salary and Benefit $2,175
Materials for Presentation 225
Supplies (Bins) 4,000
Other Operating Expenses 300
Total $6,700

07/29/99 – B10 page 1
RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and to appropriate all funds receivable upon approval from the San Francisco Solid Waste Management Program to establish Waste Diversion: Education and Bins Program for the period of July 1, 1999 until May 30, 2000 in the amount not to exceed $6,700, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

07/29/99 – B10 page 2
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Approval to submit an application and to appropriate funds received
(Resolution No. 990729-B11)

BACKGROUND INFORMATION:

The Chancellor's Office of California Community Colleges will provide funds for a Search Engine Feasibility Study. These funds will allow the Library of City College of San Francisco to conduct a study to determine the feasibility of developing a single information access point or search engine. This search engine/access point will principally serve the libraries, media, tutorial and learning assistance programs in all of the California Community Colleges. The funds will be used primarily to pay a consultant to conduct the study.

There is no additional space required. There is a $40,000 in-kind match required, which the Library will provide. City College of San Francisco is the fiscal agent.

Income
The Chancellor's Office of California Community $200,000

Expenditures
Instructional Salaries $ 15,000
Noninstructional Salaries-Classified 3,000
Employee Benefits 500
Supplies and Materials 3,000
Other Operating Expenses and Services 166,500
Capital Outlay 2,000
Other Outgo 2,000
Indirect Costs 8,000
Total $200,000
In-Kind Expenditures

<table>
<thead>
<tr>
<th>Instructional Salaries</th>
<th>$40,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>$40,000</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the Chancellor's Office of California Community Colleges to provide funds for a Search Engine Feasibility Study for the period of August 1, 1999 through July 30, 2000 in the amount not to exceed $200,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Rita Jones, Originator

07/29/99 – B11 page 2
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Renew Existing Grants
(Resolution No: 990729-B12)

BACKGROUND INFORMATION:

In March 1999, the California Community Colleges Chancellor's Office awarded Economic Development funding to the Office of Contract Education for the operation of the Center of Excellence (COE) for the second year. The Center will continue to provide performance consulting services and assistance to local businesses in improving their employees' skills and solving business problems. The Center will also assist other Bay Area community colleges in building partnership with their business communities.

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

Income from State Chancellor's Office

Economic Development Funds $178,875

Expenditures:

Academic Salaries $117,921
Classified Salaries 26,672
Employee Benefits 13,736
Supplies and Materials 2,766
Other Operating Expenses & Services 10,900
Indirect Costs 6,880

$178,875
Matching funds of $178,875 in the form of the Dean and program staffs' salaries and fringes, facilities, and instructional resources and supplies will serve as in-kind match for the project. No cash match is required.

RECOMMENDATION:

RESOLVED: That the District is authorized 1) to submit a renewal application for funds, and 2) to appropriate all funds receivable upon approval by the California Community Colleges Chancellor's Office of Economic Development Funds for the Center of Excellence on behalf of the City College of San Francisco, Office of Contract Education, for the period July 1, 1999 through June 30, 2000, not to exceed $178,875, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of Special Services Contract
(Resolution No: 990729-B13)

BACKGROUND INFORMATION:

On August 27, 1998, the Board of Trustees approved Resolution No. 980827-B13 authorizing funds from the San Francisco Airport Commission (SFAC) to provide health and safety training. The SFAC has requested a series of custodial ergonomic training workshops and refresher courses that meet the OSHA requirements from July 1, 1999 to December 31, 1999. To execute this request, City College of San Francisco needs to draw upon the expertise of specialists in this field.

The Office of Contract Education wishes to retain the special services of Dr. Patrick Cheng to provide the custodial ergonomics training and refresher courses. Dr. Cheng is a chiropractor and sports physician licensed to practice in the State of California. His expertise is injury prevention and treatment. Dr. Cheng has provided safety training to the Airport employees since FY 97-98. His service is highly appreciated by the Airport Commission, and the commission would like to retain his services through CCSF.

The special services contract for Dr. Patrick Cheng will be for 200 hours of services at the rate of $100 per hour for a total not to exceed $20,000. The training will be conducted during the period of August 1, 1999 to December 31, 1999.

The funds for the contract are from the SFAC Training Contract. No District matching funds are required.
RECOMMENDATION:

RESOLVED: That authorization be hereby to contract with Patrick Cheng for providing the custodial ergonomics training and refresher courses to employees of SFAC during the period of August 1, 1999 to December 31, 1999, for a total of 200 hours of services at a rate of $100 per hour for a cost not to exceed $20,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

07/29/99 – B13 page 2
DATE:        July 29, 1999                                      B14

TO:          Board of Trustees

FROM:        Dr. Philip R. Day, Jr., Chancellor

SUBJECT:     Approval of Special Services Contract
             (Resolution No: 990729-B14)

BACKGROUND INFORMATION:

On May 27, 1999, the Board of Trustees approved Resolution No. 990527-B7 appropriating funds to operate the San Francisco Center for Applied Competitive Technologies (SFCACT) under the Office of Contract Education. To execute this Ed>Net economic development program, 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 Ms. Wendy Baker and Ms. Amee Tsai, solely based on their experience and contacts in the apparel manufacturing industries. Ms. Baker is a specialist in writing and developing contracts with the California Employment Training Panel (ETP). Ms. Tsai specializes in Gerber Technology and CAD/CAM computer software programs.

Ms. Baker will assist the SFCACT project director, writing grant proposals and reports, developing ETP contracts for small businesses, writing activity reports and updating the SFCACT web site. In addition, she will provide liaison services to clients, the Advisory board, community and industry. She will provide 300 hours of services during the period of July 1, 1999 to October 31, 1999, at the rate of $25 per hour for a total cost not to exceed $7,500.
Ms. Tsai will provide assistance in developing the Gerber Technology’s Artworks, CAD/CAM program, conducting workshops for trainees, demonstrations and outreach for the Gerber Technology programs. She will provide 390 hours of services during the period of July 1, 1999 to November 30, 1999, at the rate of $25 per hour for a total cost not to exceed $9,750.

The funds for the contracts are from the San Francisco Center for Applied Competitive Technologies grant. No District matching funds are required.

RESOLVED: That the District is authorized 1) to contract with Wendy Baker for providing assistance in the SFCACT Grant related activities and ETP programs for a cost not to exceed $7,500 during the period of July 1, 1999 to October 31, 1999; and 2) to contract with Amee Tsai for providing assistant in the Gerber Technology programs for a cost not to exceed $9,750 during the period of July 1, 1999 to November 30, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

07/29/99 – B14 page 2
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to modify existing Grants totaling $68,329.
(Resolution No. 990729 – B15)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
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</thead>
<tbody>
<tr>
<td>A 990429-B20</td>
<td>California Community Colleges/Economic Development/Job Development Incentive Training Fund/Roberto Lopez</td>
<td>Mar. 4, 1999 – Feb. 29, 2000</td>
<td>$10,000</td>
<td>+$10,000</td>
<td>$20,000</td>
<td>To extend dates. No change in duties. To be funded by grant renewal. Originator: Phyllis G. McGuire</td>
</tr>
<tr>
<td>C 970731-B4 990624-B17D</td>
<td>San Francisco Mayor’s Office of Community Development/Garment 2000</td>
<td>Jul. 1, 1999 – June 30, 2000</td>
<td>$140,000</td>
<td>+$15,000</td>
<td>$155,000</td>
<td>To increase amount of grant. Originator: Phyllis G. McGuire</td>
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<td>ORIGINAL RESOLUTION NUMBER</td>
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<td>CONTRACT DATE</td>
<td>ORIGINAL TOTAL AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS: ORIGINATOR</td>
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<tr>
<td>D 980827-B13</td>
<td>San Francisco Airport Commission</td>
<td>July 1, 1998-June 30, 1999</td>
<td>$244,450</td>
<td>Extend term to Dec. 31, 1999</td>
<td>Date change only, no change to contract amount. Originator: Judy Teng</td>
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</tr>
<tr>
<td>E 980917-B9</td>
<td>Dr. Barton Glendhill</td>
<td>October 1, 1998-July 31, 1999</td>
<td>$63,960</td>
<td>Extend contract date from Sept. 1, 1999 to Aug.31, 2000.</td>
<td>$42,696(to be disbursed in 12 monthly payments of $3558) Extend contract date and amount to allow Dr. Gledhill to continue to provide the National Center of Bio-Link with Special Services and advice of liaison with researchers, industry leaders and post-secondary faculty. Originator: Robert Gabriner</td>
<td></td>
</tr>
<tr>
<td>F 990624-B31</td>
<td>California State Dept. of Education/Child Development Division</td>
<td>July 1, 1999-June 30, 2000</td>
<td>$243,438</td>
<td>$5,000</td>
<td>$248,438 5,000 additional funds will be used for classified salaries. Originator: Sandra Handler</td>
<td></td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specific amendment to the resolution as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.
DATE:       July 29, 1999

TO:         Board of Trustees

FROM:       Dr. Philip R. Day, Jr., Chancellor

Subject:    GRANTS
            Authorization to Enter into an Agreement
            (Resolution No. 990729 – B16)

BACKGROUND INFORMATION:

The Office of Contract Education was awarded a grant from the State Chancellor’s Office to establish the San Francisco Center for Applied Competitive Technologies (SFCACT). The purpose of the SFCACT is to provide technical assistance and training seminars to the apparel industry through the development of a fee-based program. On June 11, 1999 SFCACT and Esprit de Corps entered into an agreement for $34,000 in which SFCACT is a subrecipient of Employment Training Panel funds awarded to Esprit. The purpose of the contract is to train Esprit employees on each step of apparel production from computer aided design, to patternmaking, grading, and marker making. SFCACT now wishes to amend its agreement with Esprit de Corps by increasing the contract to an amount not to exceed $77,000. Under this augmentation, SFCACT will train 85 Esprit employees for a total of 120 hours each. The training that began on July 1 will continue through December 31, 1999.

Income from Esprit de Corps:  $77,000

Expenditures:

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<tr>
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<td>Employee Benefits</td>
<td>5,588</td>
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<td>Supplies and Materials</td>
<td>1,200</td>
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<td>Other Operating Expenses</td>
<td>30,000</td>
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<td>Indirect Costs</td>
<td>2,962</td>
</tr>
<tr>
<td>Totals</td>
<td>$77,000</td>
</tr>
</tbody>
</table>
RECOMMENDATION:

RESOLVED: That authorization hereby be given to (1) augment an agreement and (2) appropriate all funds receivable upon approval by the Esprit de Corps to provide apparel training for its employees for the period July 1, 1999 through December 31, 1999 for an amount not to exceed $77,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

07/29/99 – B16 page 2
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT

Authorization to submit an application for funds and appropriate all funds receivable
(Resolution No. 990729-B17)

BACKGROUND INFORMATION:

The California Department of Education/Child Development Division has again requested that City College of San Francisco apply for funds to continue the existing center based child development program through 1999-2000. Funding for 1998-99 totaled $384,677 and the request for 1999-00 totals $384,677. The purpose of the center-based program is to provide center-based child development services (pre-school-3rd grade) for low income families in San Francisco County. Families must meet the state guidelines for certification. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Center-Based Child Development Program for the fiscal year 1999-2000, funding is not to exceed $384,677, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

07/29/99 – B17 page 1
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to submit an application for funds and appropriate all funds receivable
(Resolution No. 990729-B18)

BACKGROUND INFORMATION:

Pursuant to 1984 legislation, the California Community Colleges Chancellor’s Office received an appropriation of one million to be used for a statewide Foster Care Education Program in community colleges. The state-funded program is designed to provide in-service training for individuals involved in the California Foster Care system. Approximately sixty-two colleges are providing training in fifty-one of the fifty-eight counties in the state. City College of San Francisco seeks approval to submit an application for such funds for the period July 1, 1999 through June 30, 2000.

The funds will be used to offer a Foster Parent Education Program using a variety of class formats and techniques. Participants will receive verification of training hours for each class attended. Central to the program consistent with the needs of foster parents in San Francisco will be a local advisory group that will continue to assist in the development of the program.

City College of San Francisco is requesting $42,557 for this purpose. No general fund monies from the District are required.
RECOMMENDATION:

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California Community Colleges Chancellor’s Office, under the Foster Parent Education Program, for the fiscal year 1999-2000, funding not to exceed $42,557, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

07/29/99 – B18 page 2
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to submit an application for funds and appropriate all funds receivable
(Resolution No. 990729- B19)

BACKGROUND INFORMATION:

The California Community Colleges Foster Parent Training Program has received funding to provide training to foster parents, group home staff, social workers and youth in foster care between the ages of 16 and 19 through an interagency agreement with the State Department of Social Services and the California Community Colleges Foundation. The purpose of this Independent Living Skills training money is to better prepare adolescents for emancipation, to provide specific training for foster parents and group home staff in facilitating youths' exit from dependency, and to the extent possible, include social worker training as part of the team approach to supporting youth in the process of working toward emancipation. City College of San Francisco seeks approval to submit an application for such funds, and appropriate funds receivable to conduct a Foster Parent/Independent Living Training Program for the period July 1, 1999 through June 30, 2000.

City College of San Francisco is requesting $13,100 for this purpose. No general fund monies from the District are required.
RECOMMENDATION:

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California Community Colleges Chancellor’s Office, under the Foster Parent Independent Living Training Program, for the fiscal year 1999-2000. Funding not to exceed $13,100, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

07/29/99 – B19 page 2
DATE: July 29, 1999                   B20
TO:            Board of Trustees
FROM:  Dr. Philip R. Day, Jr., Chancellor

Subject:  GRANT
Authorization to contract and to appropriate funds receivable
(Resolution No. 990729 – B20)

BACKGROUND INFORMATION:

The San Francisco Assessment Center (SFAC) was established in 1992 through a subcontract with the Private Industry Council of San Francisco (PIC). The funding originated with the Department of Labor under the Job Training Partnership Act Title III (JTPA). The original three year contract provided 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 for the period July 01, 1999 through June 30, 2000. In November 1995 the SFAC co-located with the Private Industry Council, the Employment Development Department, the Department of Human Services, the National Council on Aging and the Department of Rehabilitation to form Career Link, a One-Stop Career Center now located at 3120 Mission Street. Career Link provides multi-agency career, education, training and employment resources to job seekers and career changers. Funding for this agreement between CCSF and PIC is under JTPA Title III (40% Rapid Response) for an amount not to exceed $80,000.
Federal Income from Local Source

Private Industry Council $80,000

Expenditures:

- Academic Salaries $26,880
- Classified Salaries 29,646
- Employee Benefits 10,138
- Supplies and Materials 6,936
- Indirect Costs 6,400

Total $80,000

RECOMMENDATION:

RESOLVED: That authorization hereby be given (1) to contract with and (2) to appropriate funds from the Private Industry Council of San Francisco for the San Francisco Assessment Center (SFAC) to provide vocational assessment at Career Link for the period July 01, 1999 through June 30, 2000, in the amount of $80,000, 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.

Phyllis G. McGuire, Originator

07/29/99 – B20 page 2
DATE:    July 29, 1999

TO:      Board of Trustees

FROM:    Dr. Philip R. Day, Jr., Chancellor

SUBJECT:  GRANT
Authorization to submit a continuation application for funds and appropriate all funds receivable
(Resolution No. 990729-B21)

BACKGROUND INFORMATION:

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 John Adams Campus of City College of San Francisco.

The C-CAPP provided comprehensive pregnancy prevention presentations to 3,800 SFUSD middle and high school students during the program year September 16, 1998 through September 15, 1999. At the present time, the C-CAPP peer health educators are enrolled in CCSF credit courses and will continue the matriculation process for future AA Degrees.

Federal Income:

Office of Population Affairs   250,000

Expenditures:

Contractual Services (Salaries and Benefits for Project Director, 2 Health Education Supervisors, 4 peer health educators, and the salary for CAMI Consulting)   232,100
Operating Expenses and Equipment   17,900
Indirect Cost:                     20,000
Total not to Exceed               270,000

07/29/99 – B21 page 1
RECOMMENDATION:

RESOLVED: Authorization be hereby given to (1) submit a continuation application to renew the City College Adolescent Pregnancy Prevention Program (C-CAPP) and (2) appropriate all funds upon approval by the Office of Population Affairs to continue the City College Adolescent Pregnancy Prevention Program (C-CAPP) through the Child Development and Family Services Department and the C-CAPP will coordinate with the Independent Living Program, for the period of September 16, 1999 to September 15, 2000, in the amount not to exceed $270,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution. The C-CAPP funding for the fiscal year 99-00 ends on September 15, 2000.

Sandra Handler, Originator

07/29/99 – B21 page 2
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Phillip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to accept a grant and to accept a Special Services Contract
(Resolution No. 990729-B22)

BACKGROUND INFORMATION:

The Center for Habitat Restoration at City College coordinates the work of faculty and students in addressing environmental problems in the Bay Area. In this effort, the Center assists in the development of curriculum and arranges internships and volunteer activities in cooperation with the Golden Gate National Recreation Area, the San Francisco Park and Recreation Department, the Port of San Francisco, San Francisco League of Urban Gardeners and other public agencies.

The Port of San Francisco wishes to support the Center and to utilize its personnel in the restoration of wetlands at Pier 98. To this end, the Port is awarding $22,800 to the Center. These funds will be expended as follows:

<table>
<thead>
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<tr>
<td>Center Coordinator</td>
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<td>Pier 98 Coordinators (2)</td>
<td>$16,800</td>
</tr>
<tr>
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<td>$22,800</td>
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</table>

This resolution also authorizes the awarding of a special services contract to David J. Munro to serve as Center Coordinator for the period July 1, 1999, to June 30, 2000, in the amount not to exceed $6,000. The two Pier 98 Coordinators will be chosen at a later date.

07/29/99 – B22 page 1
RECOMMENDATION:

RESOLVED: That a grant in the amount of $22,800 be accepted from the Port of San Francisco for the support of the Center for Habitat Restoration, and

FURTHER BE IT RESOLVED: That authorization be given for a special services contract with David J. Munro to serve as coordinator of the Center for the period July 1, 1999, to June 30, 2000, in the amount not to exceed $6,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert F. Manlove, Originator
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Resolution No. 990729-B23)

BACKGROUND INFORMATION:

On March 25, 1999 the Board of Trustees approved Resolution No. 990325-B23 appropriating funds to operate the Middle College High School under the Office of the Dean of Student Affairs. To execute this project, City College needs to draw upon the expertise of a specialist from the field.

The Office of the Dean of Student Affairs wishes to retain the special services of Ms. Amy Schwimmer, based on her experience in the specialized field of Middle College High School programs. She was a founding staff member of the program and has worked as an instructor and staff leader.

Ms. Schwimmer will develop, plan, and initiate components establishing a Middle College High School program at City College of San Francisco. She will provide 720 hours of services during the period of July 1, 1999 to June 30, 2000, at the rate of $56 per hour for a total cost not to exceed $40,000.

The funds for the contract are from the Student Success Middle College High School Project. No District matching funds are required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Amy Schwimmer for providing assistance in the Student Success Middle College High School Project for a cost not to exceed $40,000 during the period of July 1, 1999 to June 30, 2000, and
FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Frank Chong, Originator

07/29/99 – B23 page 2
DATE:        July 29, 1999        B24

TO:            Board of Trustees

FROM:        Dr. Philip R. Day, Jr., Chancellor

SUBJECT:    GRANTS
            Authorization to Apply for Grant Renewal,
            Appropriate Funds, and to Contract with Sub-recipient Colleges
            (Resolution No. 990729-B24)

BACKGROUND INFORMATION:

A coalition of faculty and administrators from nine Bay Area community colleges in seven different counties has established a Northern California Center for Applied Biological Technologies at City College of San Francisco. The activities of the first three years have included, (1) several conferences with industry personnel, (2) workshops and industry visitations for faculty, (3) the development of curriculum in all colleges, (4) the establishment of a communications network through the NCBC website, (5) the promotion of student internships and job placement, (6) the active participation of industry personnel on college campuses and (7) the establishment of a national biotechnology center, BIO-LINK, at City College. The Center will continue these activities in 1999-2000 with the renewal of this Economic Development Network (ED>Net) grant.

The following colleges are sub-recipients in the project: College of San Mateo, Skyline College, Laney College, Solano College, Contra Costa College, Foothill-DeAnza College, Ohlone College, Marin College and Diablo Valley College. Each sub-recipient college will receive $3,000 for its work on the grant except Contra Costa, Solano and Skyline, which will each receive $6000. Skyline will receive an additional 2,500 for the maintenance of the NCBC website.

07/29/99 – B24 page 1
The total of the grant is $178,875 for the period August 1999-July 2000. The San Francisco Community College District is required to provide an in-kind match of at least the same amount. In-kind matches are currently existing personnel, supplies, equipment, and facilities 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.

**Income:**

State Chancellor's Office $178,875  
ED>NET Bio. Tech. Grant $178,875

**Expenditures:**

Academic Salaries $ 13,440  
Classified Salaries $ 33,080  
Employee benefits $ 7,880  
Supplies & materials $ 1,446  
Other operating expenses & services $ 72,113  
Capital Outlay $ 300  
Other outgo $ 43,736  
Total indirect costs $ 6,880

Total not to exceed $ 178,875

**In-Kind Match Expenditures:**

City College of San Francisco  
Academic salaries not to exceed $ 9,703  
Classified salaries not to exceed $ 7,536  
Employee benefits not to exceed $ 2,590  
Supplies & material not to exceed $ 1,500  
Other operation expenses & services no to exceed $ 29,520  
Capital outlay not to exceed $ 13,183  
BIO-LINK - National Science Foundation Advanced (Technological Education Center Grant) $ 142,800

Total In-Kind Match not to exceed $ 206,202
RECOMMENDATION:

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to submit a renewal application for the ED>Net Biotechnology grant to the Chancellor’s Office California Community Colleges for the period of June 1999 - July 2000 in the amount not to exceed $178,875, and

FURTHER BE IT RESOLVED: That authorization hereby be given to contract with the following Community College Districts: Contra Costa Community College District, San Mateo County Community College District, (Skyline College and College of San Mateo), Solano County Community College District, Peralta Community College District (Laney College), Marin Community College District, Fremont-Newark Community College District (Ohlone college), for services to provide support for the Northern California Biotechnology Center (NCBC) for the period July 1, 1999 through June 30, 2000, in the total amount not to exceed $38,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Manlove, Originator

07/29/99 – B24 page 3
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Contract for Special Service Contract
(Resolution No.990729-B25)

BACKGROUND INFORMATION:
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, 1999 through June 30, 2000 in the amount not to exceed $20,500.

No general matching funds are required.

RECOMMENDATION:
RESOLVED: That authorization be hereby given 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, 1999 through June 30, 2000, in the amount not to exceed $20,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District effectuate this resolution.

Robert Manlove, Originator

07/29/99 – B25 page 1
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
        Approval of Special Services Contract with Dr. Norena Badway
        (Resolution No. 990729-B26)

BACKGROUND INFORMATION:

The Board of Trustees, at its June 25, 1998 meeting, authorized District participation in CalWORKs Education & Training (formerly the Office of WorkForce Education) to increase the potential for educational and employment opportunity for eligible students. CalWORKs Education & Training was established as the single point of contact for San Francisco recipients being trained for employment through City College programs and courses.

Dr. Norena Badway, Professor of Curriculum Development at University of California, Berkeley, has statewide expertise in curriculum development and design for community college programs which train people for the workforce. This contract will implement the goal of CalWORKs’ June Institute of curriculum redesign. Dr. Badway and CCSF Faculty, from a variety of disciplines, will review and redesign courses and programs to meet the employment and training needs of CalWORKs participants for program implementation during the next several years.

Dr. Badway will 1) Assess needs of City College of San Francisco related to curricular reform for CalWORKs; 2) review applications for “Retooling the Curriculum” workshop submitted by faculty and counselors; 3) design materials for comprehensive career preparation at developmental, entry and

07/29/99 – B26 page 1
post-employment levels, incorporating national exemplars; 4) provide small group and individual assistance in completing curriculum redesign project 5) review curriculum projects submitted by faculty and counselors. Funding for this contract is from the CalWORKs Grant awarded by California Community Colleges: Fund 123112-7800-6499-N, $1,801,000

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Dr. Norena Badway for conducting a CalWORKs Curriculum Redesign Workshop for cost not to exceed $9,920 for the period June 10 to June 30, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator

07/29/99 – B26 page 2
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Resolution No. 990729-B27)

BACKGROUND INFORMATION:

The Board of Trustees, at its June 25, 1998 meeting, authorized District participation in CalWORKs
Education & Training (formerly the Office of WorkForce Education) to increase the potential for
educational and employment opportunity for eligible students. CalWORKs Education & Training was
established as the single point of contact for San Francisco recipients being trained for employment
through City College programs. The purpose of this contract is to implement CCSF CalWORKs off-
campus Workstudy Program.

The District is authorized by the CalWORKs grant to enter into Agreements with public and private
employers to place eligible students into work experiences. The City and County of San Francisco
Department of Human Services (DHS) is in a position to utilize the services of eligible students for
workstudy placement.

The funds for the contract are from the CalWORKs grant Workstudy program 123112-7800-7320-N.
CCSF CalWORKs will pay up to 75% of students wages only, and DHS will pay a minimum of 25% of
student wages including employers share of taxes, FICA, unemployment, and workman’s
compensation, total cost not to exceed $200,400, for the period January 1, 1999 to June 30, 1999.
RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the Department of Human Services (DHS) for providing off-campus Workstudy for eligible students, cost not to exceed $200,400 for the period January 1, 1999 to June 30, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator

07/29/99 – B27 page 2
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval of Special Services Contract with Public and Private Agencies/Companies
(Resolution No. 990729-B28)

BACKGROUND INFORMATION:

The Board of Trustees, at its June 25, 1998 meeting, authorized District participation in CalWORKs Education & Training (formerly the Office of WorkForce Education) to increase the potential for educational and employment opportunity for eligible students. CalWORKs Education & Training was established as the single point of contact for San Francisco recipients being trained for employment through City College programs. The purpose of this contract is to implement CCSF CalWORKs off-campus Workstudy Program with public and private agencies/companies in San Francisco.

The District is authorized by the CalWORKs grant to enter into Agreements with public and private employers to place eligible students into work experiences. Public and private entities are in a position to utilize the services of eligible students for workstudy placement.

The funds for the contract are from the CalWORKs grant Workstudy program 123112-7800-7320-N. CCSF CalWORKs will pay up to 75% of students wages only, and DHS will pay a minimum of 25% of student wages including employers share of taxes, FICA, unemployment, and workman’s compensation, total cost not to exceed $50,000, for the period January 1, 1999 to June 30, 1999.

07/29/99 – B28 page 1
RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Public and private entities to provide off-campus Workstudy for eligible students, cost not to exceed $50,000 for the period January 1, 1999 to June 30, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator
DATE:         July 29, 1999      B29

TO:           Board of Trustees

FROM:         Dr. Philip R. Day, Jr., Chancellor

Subject:      GRANTS
              Approval of Special Services Contract with Public and
              Private Agencies/Companies
              (Resolution No. 990729-B29)

BACKGROUND INFORMATION:

The Board of Trustees, at its June 25, 1998 meeting, authorized District participation in
CalWORKs Education & Training (formerly the Office of WorkForce Education) to increase the
potential for educational and employment opportunity for eligible students. CalWORKs Education &
Training was established as the single point of contact for San Francisco recipients being trained for
employment through City College programs. The purpose of this contract is to implement CCSF
CalWORKs off-campus Workstudy Program with public and private agencies/companies in San
Francisco.

The District is authorized by the CalWORKs grant to enter into Agreements with public and private
employers to place eligible students into work experiences. Public and private entities are in a
position to utilize the services of eligible students for workstudy placement.

The funds for the contract are from the CalWORKs grant Workstudy program 123112-7800-7320-N.
CCSF CalWORKs will pay up to 75% of students wages only, and DHS will pay a minimum of 25% of
student wages including employers share of taxes, FICA, unemployment, and workman’s
compensation, total cost not to exceed $50,000, for the period July 1, 1999 to June 30, 2000.

07/29/99 – B29 page 1
RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Public and private entities to provide off-campus Workstudy for eligible students, cost not to exceed $50,000 for the period July 1, 1999 to June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator

07/29/99 – B29 page 2
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Resolution No. 990729-B30)

BACKGROUND INFORMATION:

The Board of Trustees, at its June 25, 1998 meeting, authorized District participation in CalWORKs Education & Training (formerly the Office of WorkForce Education) to increase the potential for educational and employment opportunity for eligible students. CalWORKs Education & Training was established as the single point of contact for San Francisco recipients being trained for employment through City College programs. The purpose of this contract is to implement CCSF CalWORKs off-campus Workstudy Program.

The District is authorized by the CalWORKs grant to enter into Agreements with public and private employers to place eligible students into work experiences. The City and County of San Francisco Department of Human Services (DHS) is in a position to utilize the services of eligible students for workstudy placement.

The funds for the contract are from the CalWORKs grant Workstudy program 123112-7800-7320-N. CCSF CalWORKs will pay up to 75% of students wages only, and DHS will pay a minimum of 25% of student wages including employers share of taxes, FICA, unemployment, and workman’s compensation, total cost not to exceed $353,059, for the period July 1, 1999 to June 30, 2000.
RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the Department of Human Services (DHS) for providing off-campus Workstudy for eligible students, cost not to exceed $353,059 for the period July 1, 1999 to June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator

07/29/99 – B30 page 2
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., less than $3,000
(Resolution No. 990729-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $445,394.99 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

- Direct Payments $38,797.65
- Purchase Orders 380,575.99
- Travel/Mileage 26,021.35
- GRAND TOTAL: $445,394.99

James Kendrix, Originator

07/29/99 - C1 page 1
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., more than $3,000
(Resolution No. 990729-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A’.

GRAND TOTAL: $2,908,160.32

James Kendrix, Originator

07/29/99 - C2 page 1
DATE:    July 29, 1999 C3

TO:  Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Acceptance of Gifts
Resolution No. 990729-C3

BACKGROUND INFORMATION:
SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1)
motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious
stones, (6) precious metals, (7) goods other than (1) or (2) above with a market
value exceeding $1,500, be accepted by the SFCCD only by resolution of the
Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be
used for educational purposes.

RECOMMENDATION:
WHEREAS: the SFCCD has been tendered the gifts detailed in
Attachment A, and

WHEREAS: Frances Lee, Vice Chancellor of Academic Affairs (Provost),
declares that these gifts will enhance the instructional program of the San
Francisco Community College District, and

RESOLVED: That the Chancellor, Vice Chancellor of Finance and
Administration and/or their designees, are hereby authorized to accept the
gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of
Trustees is directed to notify the donors of acceptance of the gifts by the
governing board.

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Date: July 29, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Special Administrative Assignment Acting Educational Academic Administrator
(Resolution No. 990729 – F1)

BACKGROUND INFORMATION:

Resolution No. 990729-F1 covers a special acting educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective July 1 through July 31, 1999, Arnulfo Cedillo be appointed as Acting Associate Dean of Students (Office of the Vice Chancellor of Academic Affairs (Provost)). Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification B, Dean I/Associate Director.

Gary Tom, Originator

07/29/99 - F1 page 1
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Appointment
Educational Academic Administrator
(Resolution No. 990729-F2)

BACKGROUND INFORMATION:

Resolution No. 990729-F2 covers an educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective August 1, 1999, Dr. Veronica Hunnicutt be appointed Dean, Southeast Campus (Office of the Vice Chancellor Academic Affairs). Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification B, Dean I/Associate Director.

Gary Tom, Originator

07/29/99 - F2 page 1
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Interim Appointment
Educational Academic Administrator
(Resolution No. 990729-F3)

BACKGROUND INFORMATION:

Resolution No. 990729-F3 covers an interim educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective August 1, 1999 through December 30, 1999 or until a permanent replacement is approved which ever occurs earlier, MaryLou Leyba-Frank be appointed Interim Associate Dean, Admissions and Records, Non-credit, Office of the Vice Chancellor Student Development. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification B, Dean I/Associate Director.

Gary Tom, Originator

07/29/99 - F3 page 1
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
      Special Administrative Assignment
      Interim Educational Academic Administrator
      (Resolution No. 990729 – F4)

BACKGROUND INFORMATION:

Resolution No. 990729-F4 covers a special interim educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective August 1 through November 30, 1999, or until a permanent dean is hired, whichever occurs first, Jorge Bell be appointed as Interim Dean, Financial Aid (Office of the Vice Chancellor, Student Development). Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Clara Starr, Originator

07/29/99 - F4 page 1
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Authorization to amend employment Contract(s) (Resolution No. 990729 - L1)

BACKGROUND INFORMATION:

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.

RECOMMENDATION:

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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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.

James Kendrix, Originator
DATE: July 29, 1999
TO: Board of Trustees
FROM: Board of Trustees Diversity Committee: James Mayo II, Chairperson; Lawrence Wong and Rodel Rodis, Members

SUBJECT: Policy Manual
(Resolution No. 990729-P1)

BACKGROUND INFORMATION:

In 1995, the Board of Trustees of the San Francisco Community College District expressed concern that minority and women owned businesses were not receiving contracts from the District at a level consistent with their availability. After Board discussion, the Board adopted Resolution 950330-S2 which directed the administration to proceed in establishing a plan and time-line for the development and implementation of a Minority/Woman’s Business Enterprise (MBE/WBE) program, if statistical evidence so permitted.

Staff then reviewed available firms to determine which firm might be retained to conduct the appropriate study. On February 22, 1996, the Board passed Resolution 960222-B4, engaging the firm of Mason-Tillman Associates, Ltd., to complete a disparity study to determine if there was evidence that barriers existed to prevent MBE/WBE firms from doing business with the District and, if appropriate, to make recommendations for the creation of an MBE/WBE program.
Mason-Tillman then proceeded to gather data and analyze the agreements that the District entered into in the area of construction and construction-related services for the period July 1995 through June 1996. At the September 18, 1997 meeting of the Board, the results of this Disparity Study revealed that utilization of MBE/WBE firms in these areas fell far short of availability. Mason-Tillman then did further analyses to determine whether race neutral outreach/activities during the period July 1996 through December 1997 improved MBE/WBE participation. The data gathered and analyzed in this Updated Disparity Study still demonstrated significant underutilization of MBE/WBE firms.

On October 29, 1998, the findings of the Updated Disparity Study (known as the Study on Minority and Woman-Owned Business Utilization and Availability, dated July 1998) were formally presented to the Board. After discussion, the Board enthusiastically adopted the resolution which included certain findings and specific recommendations about the implementation of a program to increase MBE/WBE participation.

Subsequently, District staff and Mason-Tillman staff, with invaluable input from the construction and construction-related community (including MBE and WBE firms), met numerous times to craft a policy and a plan that could serve as a basis to meet this Board directive.

The resulting proposed Minority, Woman, and Local Business Enterprises Policy and Program on Construction and Construction-related Professional Services, as well as a draft working document detailing findings about Local Business Enterprises, were the subject of a Special Board Meeting hosted by the Board’s Diversity Committee, held on July 14, 1999. Full and open discussion took place among the members of the Board and members of the public. Members of the public expressed their great appreciation to the responsiveness of the Board in bringing the policy/program to fruition. The Board expressed its appreciation for community input and for the exemplary work put forth by Mason-Tillman.
The Board wishes now to actually begin the program by first taking the steps necessary to adopt the proposed policy.

RECOMMENDATION:

RESOLVED: That notice is hereby given, pursuant to Section 1.05D of the San Francisco Community College District Policy Manual, that the following proposed amendment to the Policy Manual Section 7.23 - Minority, Woman, and Local Business Enterprises - Construction and Construction-Related Professional Services (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 August 26, 1999, with such amendment to be effective upon adoption. (NOTE: Additions or substitutions are indicated by bold italics.)

Originators:  James Haskell Mayo II
Lawrence Wong
Rodel Rodis

07/29/99 – P1 page 3
It is the policy of the San Francisco Community College District to ensure full and equal business opportunities for all minority business enterprises, woman business enterprises, and local business enterprises (M/W/LBEs) wishing to do business with the District.

Prior practices by the District have resulted in significant under-utilization of minority and women’s business enterprises on the District’s contracts. The ultimate goal of this policy is to remedy the effects of this under-utilization by increasing the use of minority and woman owned business enterprises to parity with the availability of such businesses in the District’s market area, the City and County of San Francisco. This policy will require the District to promote full and equitable participation of minority and women’s business enterprises on construction and construction-related professional services contracts awarded by the District.

Local businesses that seek to enter into contracts with the District perform under a competitive disadvantage compared with businesses from other areas because of the higher costs of doing business in the City and County of San Francisco. As a result, the District hereby establishes a local business enterprise policy.

The staff of the District will take additional affirmative steps to encourage M/W/LBEs to participate in District construction and construction-related professional services work at both the prime contractor and subcontractor level. Special efforts will be taken to encourage minority, woman, and local business enterprises to participate in activities that enhance such businesses’ ability to perform work. Outreach efforts will be targeted to both new businesses as well as existing businesses in the City and County of San Francisco.
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

Presenting the Initial Proposal of the Department Chairperson Council for a Successor Collective Bargaining Agreement, and Placing a Special Order of Business on the Agenda for a Public Board of Trustees Meeting in August 1999 for Public Response to the Initial Proposal (Resolution No: 990729-S1)

BACKGROUND INFORMATION:

The present Collective Bargaining Agreement between the San Francisco Community College District (District) and the Department Chairperson Council (DCC) will expire on December 31, 1999. On June 3, 1999, the President of the DCC submitted to the Board of Trustees, through the Administration, DCC’s Initial Proposal for a successor collective bargaining agreement for calendar years 2000, 2001, and 2002 (hereinafter “DCC Initial Proposal”) (Attachment A). Government Code Section 3547 requires in relevant part that (a) all initial proposals of exclusive representatives 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, and (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.

07/29/99 – S1 page 1
RECOMMENDATION:

RESOLVED: That the Board of Trustees of the District hereby presents DCC’s Initial Proposal (Attachment A);

FURTHER BE IT RESOLVED: That a special order of business be placed on the Agenda for a public meeting of the Board of Trustees in August 1999 to enable members of the public to express themselves regarding DCC’s Initial Proposal.

Lawrence C. Klein, Originator

07/29/99 – S1 page 2
With the District/DCC contract expiring in December 1999, the DCC formally proposes the following:

1. Extend ("roll-over") the present District/DCC contract for three (3) years with an agreement to re-open Article 15 (Stipends). The DCC wishes Article 15 to be settled BEFORE the contract expires.

2. With regard to Article 15, the DCC proposes:
   a. the addition of a step on the stipend scale (exact amount to be determined);
   b. a 12% across-the-board increase in stipends for the first year with re-openers on stipends in years two and three of the new contract.
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL
Recommend Adopting Amended Wage Rates for Unrepresented Classified Management, Supervisory, and Confidential Employees for Fiscal Year 1999-2000
(Resolution No: 990729-S2)

BACKGROUND INFORMATION:

The administration maintains a record of all unrepresented classified “Management,” “Supervisory,” and/or “Confidential” classifications, or persons or positions within classifications (hereinafter “employees”) consistent with its obligation under the Educational Employment Relations Act (EERA, Government Code Section 3540 et seq.). The Chancellor is recommending adjusting the wage rates for Fiscal Year 1999-2000 for unrepresented classified employees as set forth herein.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts and amends the wage rates for unrepresented classified employees as follows:

General Wage Increase

The off-schedule increase equal to four-tenths percent (0.4%) over the wage rates in effect for Fiscal Year 1998-1999 shall be continued across-the-board and on-schedule retroactive to July 1, 1999; and

Effective 30 days after the District begins to receive 1999-2000 State COLA Revenue funds, wage rates shall be increased across-the-board and on-schedule two and fifty-one hundredths percent (2.51%) retroactive to July 1, 1999.

07/29/99 – S2 page 1
FURTHER BE IT RESOLVED: That the Chancellor is authorized to further amend wage rates for Fiscal Year 1999-2000 for unrepresented classified employees in March 2000 or thereafter upon a determination by the Chancellor that a proportionate share of unrestricted new revenues, other than State COLA Revenue funds, is available for a general wage increase and/or pay equity and/or pay inequity adjustments. In determining whether a “proportionate share” of “unrestricted new revenues” is available, the Chancellor shall consider (a) the prior fiscal year’s audited expenditure and revenue figures (unrestricted), and (b) unrepresented classified employees’ proportionate share of salary and benefit expenditures in the base year (FY 1997-1998).

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee(s) are hereby authorized and directed to take all necessary steps to implement this Resolution.

Lawrence C. Klein, Originator

07/29/99 – S2 page 2
DATE: July 29, 1999  S3

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL Authorization to contract with the Cape Cod Community College, Hyannis, Massachusetts, for a faculty exchange position for the Fall 1999 semester (Resolution No. 990729-S3)

BACKGROUND INFORMATION:

Individual faculty exchanges with other colleges and universities result in mutual benefit to both institutions at no additional costs to either institution; therefore, faculty exchanges are worthy of support.

RECOMMENDATION:

RESOLVED: That the San Francisco Community College contract with the Cape Cod Community College, Hyannis, Massachusetts, for a faculty exchange position for the Fall 1999 semester, and

FURTHER IT BE RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Gary Tom, Originator

07/29/99 – S3 page1
Date: July 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: ADMINISTRATIVE REGULATION
Tuition and Fees Credit
Balance regulation
(Resolution No. 990729-S4)

BACKGROUND INFORMATION:

Title 5 of the California Code of Regulations, Section 58508, requires community college districts to refund upon request any enrollment fee paid by a student for program changes made during the first two weeks of instruction for a primary term-length course, or by the ten percent point of the length of the course for a short-term course.

Current institutional policy grants a 100% refund of non-resident and foreign student tuition, for program changes made during the first two weeks of instruction, for a primary term-length, or by the ten percent point of the length of the course for a short-term course. A 50% refund of non-resident or foreign student tuition is granted for program changes made during the third and fourth calendar weeks of instruction for a primary term-length course, or by thirty percent point of the length of the course for a short-term course.

If a student does not request a refund by the last day of final examinations for the school term, current policy credits the District all enrollment fees and non-resident and foreign student tuition. The College would like to establish a new policy, which would allow all enrollment fees, non-resident and foreign student tuition balances to be credited to the students’ accounts, which would give the students the opportunity to utilize their credit balance to pay for enrollment fees, non-resident tuition and foreign

07/29/99 – S4 page 1
student tuition in subsequent terms. The students' accounts will be held for a period of two years, and any balances not used during the two-year period would be credited to the District.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to establish a new regulation starting Fall semester of 1999, which would allow all enrollment fees, non-resident and foreign tuition balances to be credited to the students' accounts, which would give the students the opportunity to use their credit balance to pay for enrollment fees, non-resident tuition and foreign student tuition in subsequent terms. The accounts will be held for a period of two years, and any balances not used during the two-year period would be credited to the District.

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or his designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Balestreri, Originator

07/29/99 – S4 page 2
DATE: July 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: ADMINISTRATION REGULATION
Administration Regulation and Procedures
(Resolution No. 990729-S5)

BACKGROUND INFORMATION:
City College currently requires students to pay their enrollment fees, non-resident and foreign student tuition and all other applicable fees at the time of registration. If fees are not paid in full by the end of the mid-term period, the student may be withdrawn from all of his/her classes.

The current fee schedule for non-resident students is $11 enrollment fee per semester unit, plus $130.00 non-resident tuition per semester per unit. The current fee schedule for foreign students is $11 enrollment fee per semester unit and $136 foreign student tuition per semester unit. The cost per semester for a full time non-resident is $1,703 including the mandatory health fee. The cost per semester for a full time foreign student is $1,775 including the mandatory health fee.

City College of San Francisco has kept the increase in the cost of education for non-resident and foreign students to a minimum. However, the Office of Tuition and Fees has realized a steady increase in the number of students requesting to pay on an installment basis due to many factors, such as the downward economic trends overseas. The Office of Tuition and Fees has accommodated such requests on a case by case basis depending on the economic circumstances of the student. However, there may be students who are unaware of this arrangement who curtail their studies as a result of the pressure to pay all fees in full.
The College would like to implement a non-resident and foreign student installment payment plan that would allow students to pay for the cost of their education in three equal payments, thus allowing them to continue their education without undue hardship.

**RECOMMENDATION:**

RESOLVED: That authorization be granted to implement a Non-Resident and Foreign Student installment payment plan. The installment plan would require three equal payments. The first payment would be made at the time of registration, the second at the end of the mid-term period, and the third at the seventy-five percent point of the school term. The effective date of implementation would be the Fall 1999 School Term.

FURTHER BE IT RESOLVED: That the Chancellor and/or his designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

07/29/99 – S5 page 2
DATE: July 29, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL
Amending 1) Board of Trustees Resolution No. 981029-S4 to include the Classification of Principal Administrative Analyst (1824); and 2) authorizing the Administration to establish wage rates/premiums and benefit levels for the Classification (Resolution No. 990730 - S6)

BACKGROUND INFORMATION:
On October 29, 1998, the Board of Trustees adopted amended wage rates and benefit levels for unrepresented classified management, supervisory, and/or confidential Classifications for Fiscal Year 1998-99. The Board of Trustees Resolution No. 981029-S4 did not include the Classification of Principal Administrative Analyst (1824). The Office of the Chancellor intends to appoint an incumbent to the Classification to serve as the Executive Assistant to the Chancellor, effective on or about August 1, 1999. In light of these actions, the Administration recommends amending: 1) Board of Trustees Resolution No. 981029-S4 to include the Classification of Principal Administrative Analyst (1824); and 2) authorizing the Administration to establish wage rates/premiums and benefit levels for the 1824 Classification commensurate with the duties and responsibilities of the position.

RECOMMENDATION:
RESOLVED: That the Board of Trustees amend: 1) Board of Trustees Resolution No. 981029-S4 to include the Classification of Principal Administrative Analyst (1824); 2) authorizes the Administration to establish the Hourly Wage Rates for fiscal year 1999-00 for the 1824 Classification be $31.23 at Step 1; $32.74 at Step 2; $34.25 at Step 3; $35.75 at Step 4; and $37.26 at Step 5; and 3) that the Benefit Levels for the Classification be consistent with the Benefit Levels established pursuant to Board of Trustees Resolution No. 981029-S4, as appropriate;

07/29/99 – S6 page 1
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 of this resolution.

Clara Starr, Originator

07/29/99 - S6 Page 2
Date: July 29, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: Real Estate--Leases
Authorization to exercise options to renew rental agreements for
the use of space by City College of San Francisco for fiscal year
1999-2000
(Resolution No. 990729-W1)

BACKGROUND INFORMATION:

City College of San Francisco has continued to offer classes dispersed throughout San Francisco through a number of rental agreements which include all maintenance, utilities and custodial services. The agreements provide options to renew. The following lessors have agreed to authorize City College of San Francisco to renew the rental agreements under the same general conditions provided for in 1998/99.

RECOMMENDATION:

RESOLVED: That the Board of Trustees authorizes District Administration to enter into rental agreements at monthly rental charges listed below and for the periods indicated:

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
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FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Stephen J. Herman, Originator
Date: July 29, 1999  
To: Board of Trustees  
From: Dr. Philip R. Day, Jr., Chancellor  
Subject: Real Estate  
Authorization to lease Floors 1 and 2  
Of Building B at Fort Mason Center,  
July 1, 1999 through June 30, 2000  
(Resolution No: 990729-W2)  

BACKGROUND INFORMATION:  
By Board Resolution No. 950622-W1, the Board of Trustees approved a three year lease with the Fort Mason Foundation for the use of Floors 1 and 2 of Building B at Fort Mason Center. The annual increase per year was approximately 3.7%. Near the end of the lease, representatives of the Fort Mason Foundation asked the District to sign a new lease with a rent increase.

After much discussion, the Fort Mason Foundation agreed that no increase would be sought during the 1998-99 fiscal year because a number of promised safety and site improvements had not been completed. Recently, District administration met again with Fort Mason Foundation representatives and learned that in the past few months many of the unresolved safety and site improvements had been completed. Additionally, there is a commitment by the Foundation to completely renovate the bathrooms in Building B during the 1999-2000 fiscal year. All other tenants at Fort Mason pay the Foundation 68 cents per square foot. The District currently pays, and has been paying since July 1, 1997, 57 cents per square foot.

RECOMMENDATION:  
RESOLVED: That the Board of Trustees authorizes a lease with Fort Mason Foundation for the use of Floors 1 and 2 of Building B at the Fort Mason Center, which constitutes approximately 19,336 square feet, July 1 1999 through June 30, 2000, and

FURTHER BE IT RESOLVED: That the rate shall be set at 62 cents per square foot, or no more than $11,988 per month, and

FURTHER BE IT RESOLVED: That the lease shall contain a clause to the effect that should the promised renovations of the bathrooms not occur by February 28, 2000, the District shall receive a one time rent credit of $5,796 to compensate for the delay, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute such a lease agreement on behalf of the San Francisco Community College District.

Stephen J. Herman, Originator  

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.

DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
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 $50,000 for the month of July 1999.

- OpNet – Contract total $31,480, term July 1, 1999 to December 30, 1999, for a 2-session Multimedia training program.
Regular Meeting of the
Board of Trustees of the
San Francisco Community College District

City College of San Francisco
DISTRICT OFFICE
Auditorium
33 Gough Street
San Francisco
Thursday, August 26, 1999

Open Session - 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of Minutes
    Regular Meeting Minutes – May 27, 1999
    Regular Meeting Minutes – June 24, 1999
    Regular Meeting Minutes – July 29, 1999

IV. 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.

IV. Public response to the Initial Proposal of the Department Chairperson Council for a Successor Collective Bargaining Agreement with the Board of Trustees of the San Francisco Community College District.

V. Adoption of Resolutions Agenda

VI. Approval of Consent Agenda Items as Listed:

VII. Special Presentations
    A) Update of Technical Projects - Peter Goldstein


IX. Action on Other Resolutions Agenda Items

X. Report from Constituent Groups

* - It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
XI. Board of Trustees’ Report

XII. Chancellor and Staff Reports

XIII. Requests to Speak

XIV. Adjournment

**FINANCE** (Pages 1-46)

**GENERAL FUND**

**B1** - Authorization be given to contract with the National Association of Student Financial Aid Administrators (NASFAA) to conduct a Standards of Excellence Review for the time period of August 1, 1999 through November 30, 1999, in the amount not to exceed $25,000.  

**B2** - Authorization be hereby given to contract with **SuperCrown Rita** Catering for mobile truck catering, August 18, 1999 through June 30, 2001 with the possibility of two one-year renewal options if mutually agreed to by District Administration and Contractor with a daily minimum guarantee to the District as follows during the academic year.

**B3** - Authorization be hereby given to contract with Aura Clendenen for court reporting services for the period August 26, 1999 through June 30, 2000 at a total cost not to exceed $12,000.

**B4** - Authorization be hereby given to contract with **Pacific Bell** for acquisition of the newest release of the Startel system, including new computer hardware and training, as well as four years of maintenance services, thereby ensuring that all features of the Startel system will function after January 1, 2000. The total cost of this agreement shall not exceed $30,411.

**B5** - Authorization be hereby given to enter into a Special Services agreement with Michael Haanen to provide assistance in coordinating the 1999 Audit Report, and the Annual 311 Report at a cost not to exceed $20,000.

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* **c** - 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.
Authorization be hereby given to contract with Development Institute, Inc., to provide consultation and special services defined by formal workscope for a period from July 1, 1999, through June 30, 2000, at a total contract cost not to exceed $240,000.

Authorization be hereby given to contract with the Institute for Advanced Study of Human Sexuality to provide training in behavior change related to sexually transmitted disease prevention, and health to HIV/STD Prevention Educator Certificate candidates for the period August 21, 1999 through May 28, 2000, in the amount not to exceed $3,500.

Authorization be hereby given to contract with Best Roofing & Waterproofing, Inc., an Asian owned business enterprise, the lowest responsible bidder, at a cost of $68,000, to be completed on or before December 31, 1999.

Authorization for fifteen (15) Contract Modification(s) totaling $161,284.74 $173,484.74 for Special Services Contract(s) and Construction Contract(s), and one (1) Board Resolution Amendment.

Authorization be given to contract The Kleinman Group, the lowest responsible bidder, for the project: Stadium Bleacher Seating Alternation, at a cost of $13,000, to be completed on or before December 31, 1999.

Authorization be given to contract with RGA Environmental, Inc., a certified Minority Business Firm, for special services and advice to provide the District with complete Hazardous material survey, testing, report and construction specification preparation for the District Scheduled Maintenance and Hazardous Substance Abatement projects on an as needed basis, at a cost of not to exceed $7,500 for each project.

Authorization be and is hereby given for approval to contract with William H. Liskamm FAIA for special services and advice to provide the District with various facilities

*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.
planning services, for a total contract cost of $11,400 for the period July 1, 1999 through June 30, 2000

B15 - Authorization be given to contract with Fahy Tree Service, the lowest responsible bidder, at a cost of $23,700, to be completed on or before December 31, 1999.

B16 - Authorization be given to contract with Swain Sports International, Inc., the lowest responsible bidder for the project: South Gymnasium Judo Floor Replacement, at a cost of $44,221.74, to be completed on or before December 31, 1999.

B17 - Authorization be given to contract with Txtcare Systems, the lowest responsible bidder, at a cost of $37,500, to be completed on or before December 31, 1999.

B18 - Authorization be hereby given to contract with Hoizmueller Corporation, A Local Business Enterprise, the lowest responsible bidder, for the project: South Gymnasium Stage Purchase & Installation, at a cost of $16,205, to be completed on or before December 31, 1999.

B19 - Authorization be hereby given to contract with Adolph Schmidt, the lowest responsible bidder, for the project: Conlan Hall Counseling Department Alteration & Renovation, at a cost of $15,850, to be completed on or before December 31, 1999.

B20 - Authorization be hereby given to contract with California Roofing Co, Inc., the lowest responsible bidder, for the project: John Adams Main Building Roof Plywood Substrate Installation, at a cost of $65,952, to be completed on or before December 31, 1999.

B21 - Authorization is hereby given to contract with Angus Hamer Networking to provide construction/project management and oversight for the City College Technology Network Project for period from July 1, 1999 through December 31, 1999 for a total contract cost not to exceed $486,690 and will terminate two weeks after the award a long-term contract for the construction/project management of the Technology Network Project.

B22 - Authorization be given to contract with Adolph Schmidt General Construction, Inc., the lowest responsible bidder, for the project: Cloud Hall Film Department Alteration & Renovation, at a cost of $24,734, to be completed on or before December 31, 1999.

* c - 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.
**GRANTS**

B23 - Authorization be hereby given to enter into a Special Services Contract with Eric Ng to provide 720 hours of training services for the SFCACT at the rate of $25 per hour for a total not to exceed $18,000 during the period of July 1, 1999 to December 31, 1999

B24 - Authorization hereby be given 1) to enter into a contract with SFIA to provide consultation services for the San Francisco International Terminal activation program for a total award of $100,000, and 2) to contract with Sue Dyer for providing these consultation services to the SFIA project for a cost not to exceed $91,000. The program services will be conducted during the period from July 1, 1999 to June 30, 2000

B25 - Authorization be hereby given to submit an application and appropriate all funds receivable upon approval from the National Science Foundation for Bringing Systemic Change to community college chemistry for the period of July 1, 1999 until July 1, 2001 in the amount not to exceed $14,259.88

B26 - Authorization to amend two (2) existing grants totaling $7,804.

B27 - Authorization be hereby given to conduct a Study Abroad Program to Oaxaca, Mexico in Summer 2000 and to contract with KITT for travel and logistical program arrangements to Oaxaca, Mexico in connection with a credit program

**Equipment, Supplies & Services (Pages 47-56)**

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

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

**Human Resources (Pages 57-81)**

F1 - Extending Acting Appointment Educational Academic Administrator

G1-5 - Academic Employees, Credit Program, District Funded

* It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
H1 - Academic Employees, Credit Program, 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 - Academic Employees Community Services Classes

Policy (Pages 82-85)


Special (Pages 86-102)

S1 - Presenting the Initial Proposal of the Board of Trustees for a Successor Collective Bargaining Agreement with the Department Chairperson Council, and Placing a Special Order of Business on the Agenda for a Public Board of Trustees Meeting in September 1999 for Public Response to the Initial Proposal

S2 - Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1999-2000.

S3 - Authorizes Amendment Four to the Master Lease by which the District will sublease the property at 11 Phelan Avenue to the Bookstore Auxiliary for a period of 7 years starting on or before October 1, 1999 with the possibility of a two and a half year extension at the rent payable to the Public Utilities Commission.

S4 - Approval of the Chancellor’s Annual Performance Objectives for 1999-2000

S5 - Salute to Alex L. Pitcher, Jr., who is being honored on September 22, 1999 at the Southeast Campus. The Southeast Community Room will be renamed in Mr. Pitcher’s behalf.

S6 - Approving Change in Conceptual Design of Chinatown/North Beach Campus

* c - 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.
S7 - WITHDRAWN

Real Estate (Pages 103-106)

W1 - Authorization to exercise options to renew rental agreements for the use of space by City College of San Francisco for fiscal year 1999-2000.

W2 - Authorization to exercise options to renew rental agreements for the use of space by City College of San Francisco for fiscal year 1999-2000.

W3 - Authorization to lease property located at 11 Phelan Avenue from the Public Utility Commission and to sublease the same to the San Francisco Community College Bookstore Auxiliary, on or before October 1, 1999 through September 15, 2006.

Information only (Pages)

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: September 30, 1999
John Adams Campus
Auditorium
1860 Hayes Street
San Francisco, Ca.

* c - 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.
DATE: August 26, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Chancellor

Subject: GENERAL FUND
Authorization to contract with National Association of Student Financial Aid Administrators (NASFAA)
(Resolution No: 990826-B1)

BACKGROUND INFORMATION:

The Office of Financial Aid provides critical services to our many financially challenged students.

The Office of Financial Aid underwent a program review in 1994 and was placed on “watch status” by the Program Review Committee. The Financial Aid program is still on “watch status” five years later.

The Office of Financial Aid is currently undergoing two major changes. The office will be moving to a new location and also will be under the leadership of a new Dean of Financial Aid.

In recognition of the college’s commitment to creating a student friendly and first-rate financial aid program, Dean of Student Affairs, recommends that this is an opportune time for the National Association of Student Financial Aid Administrators (NASFAA) to conduct a Standards of Excellence Review.

A Standards of Excellence Review is a three-to-five day examination of all operational aspects of financial aid and other offices involved in the delivery of financial aid to students. Systems and technology utilization are assessed; Title IV disbursements, institutional eligibility, and financial aid policies and practices are examined; and in-depth interviews of financial aid staff, selected students, and the supervising administrator of the financial aid office are conducted. A draft report detailing good practices, recommendations for improvement, and compliance exceptions is submitted to the institution thirty (30) days following the on-site review.

The total cost of the project will not exceed $25,000.
RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the National Association of Student Financial Aid Administrators (NASFAA) to conduct a Standards of Excellence Review for the time period of August 1, 1999 through November 30, 1999, in an amount not to exceed $25,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Frank Chong, Originator

08/26/99 – B1  page 2
SUBSTITUTE RESOLUTION
REQUIRES 2/3 VOTE OF BOARD OF TRUSTEES

Date: August 26, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to Contract with Super-Crown Rita Catering
(Resolution No.: 990826-B2)

BACKGROUND INFORMATION:
John Adams Campus has contracted with a mobile catering firm since 1993 to provide food and beverages to students and staff in the parking lot off of Hayes St. It has been six years since a bid process was done. Consequently an RFP was developed and advertised in the Independent and a number of other local community newspapers. Four bidders called for bid packets and two sealed bids were submitted for consideration.

A shared governance task force including two John Adams student leaders, the Dean of the campus, the Director of Administrative Services and the management assistant for the campus met and reviewed the bids.

The following two bidders submitted proposals:

Rita’s Catering
SuperCrown Catering

Questions to the bidders included:

1. Proposed daily rent with minimum guarantees Monday thru Fridays, Saturdays and summer sessions?
2. Current San Francisco Locations being served?
3. Number of years in food sales and services business?
4. Gross dollar amount of food sales managed per year during past three years?

08/26/99 – B2 page 1
5. Any Complaints with Better Business Bureau or Health Department in past 3 years?
6. Willingness to offer District a signing bonus?
7. Pictures of other food operations
8. Proposed menu of items and prices

On the issue of proposed revenue to District, the two bidders submitted a percent of gross sales with minimum daily revenues for Monday through Thursday and a different amount for Fridays and Saturdays. The proposed revenues were as follows:

<table>
<thead>
<tr>
<th></th>
<th>Rita’s</th>
<th>SuperCrown</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday-Thursday</td>
<td>10% or $35 day</td>
<td>10% or $75 day</td>
</tr>
<tr>
<td>Fridays</td>
<td>10% or $12 day</td>
<td>10% or $50 day</td>
</tr>
<tr>
<td>Saturdays</td>
<td>0</td>
<td>10% or $20 day</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Summers</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday-Thursday</td>
<td>10% or $25 day</td>
<td>10% or $35 day</td>
</tr>
</tbody>
</table>

The task force reviewed compensation, as well as proposed menu and evaluated the bids on the overall presentation and answers to the questions. Both businesses are woman owned businesses.

The task force voted unanimously to recommend to the Board SuperCrown Catering.

SuperCrown Catering started serving students at John Adams Campus on August 23. After two days at John Adams, on August 25, District administration was informed by SuperCrown Catering that it did not feel the site was going to work and asked to withdraw the bid. Rita’s Catering was contacted and is willing to accept a contract if authorized by the Board. Rita’s Catering has been serving students at John Adams for the past 5 years and is a WBE.

RECOMMENDATION

RESOLVED: That authorization be hereby given to contract with Rita’s Catering for mobile truck catering, August 18, 1999 through June 30, 2001 with the possibility of two one-year renewal options if mutually agreed to by District Administration and Contractor with a daily minimum guarantee to the District as follows during the academic year:

08/26/99 – B2 page 2
Monday-Thursdays: 10% or $35 per day (Whichever is greater)

Fridays: 10% or $12 per day (Whichever is greater)

Summer
  Monday-Thursday 10% or $25 per day (Whichever is greater), and

FURTHER BE IT RESOLVED: That the revenue generated from this contract be accrued to the John Adams Students Council, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Stephen J. Herman, Originator

08/26/99 – B2 page 3
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to extend special services contract with Aura Clendenen
(Resolution No. 990826 – B3)

BACKGROUND INFORMATION:

The College has contracted with Aura Clendenen (a non-registered, non-certified Woman Owned Business) for the past six years for court reporting services that produce transcripts of the meetings of the District’s Board of Trustees. This resolution would extend Ms. Clendenen’s contract for court reporting services on a month-to-month basis through June 30, 2000. The contract would require that the transcript for each regular meeting of the Board of Trustees be delivered to the Vice Chancellor for Finance & Administration at least two weeks prior to the subsequent regular meeting of the Board. The total cost for these services will not exceed $12,000 and will be billed at a rate of $5.00 per page.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Aura Clendenen for court reporting services for the period August 26, 1999 through June 30, 2000 at a total cost not to exceed $12,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor for Finance & Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

08/26/99 – B3 page 1
DATE: August 26, 1999  B4

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to contract with Pacific Bell
(Resolution No. 990826 – B4)

BACKGROUND INFORMATION:

The District has been using Pacific Bell’s Startel software to operate its main telephone switchboard since 1994. While the software will continue to operate after January 1, 2000, some of the features of the system are not Y2K compliant. This contract would authorize the acquisition of the newest release of the Startel system, including new computer hardware and training, thereby ensuring all features of the Startel system will function after January 1, 2000. The agreement would also cover any maintenance costs through 2003. Total cost for this package will not exceed $30,411.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Pacific Bell for acquisition of the newest release of the Startel system, including new computer hardware and training, as well as four years of maintenance services, thereby ensuring that all features of the Startel system will function after January 1, 2000. The total cost of this agreement shall not exceed $30,411, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor for Finance & Administration, and or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

08/26/99 – B4 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund
Authorization for Special Services Agreement – Michael Haanen
(Resolution No.990826-B5)

BACKGROUND INFORMATION:
Michael Haanen served as the Controller from July 1996 until August 6, 1999 when he resigned to take a similar position in the private sector. The completion of the College’s 1999 Audit Report on schedule requires that Michael Haanen provide assistance to the College’s auditor, Vavrinek, Trine and Day. Services to provided are:

- Preparing 1998-99 financial statements for audit
- Completing Annual 311 Report
- Serving as liaison with external auditors, Vavrinek, Trine, Day & Co.

He may also provide some assistance on Bond accounting issues. His services will be billed on an hourly basis at a rate of $150 per hour and the total amount will not exceed $20,000 for the period August 9, 1999 through November 30, 1999.

RECOMMENDATION:
RESOLVED: Authorization be hereby given to enter into a Special Services agreement with Michael Haanen to provide assistance in coordinating the 1999 Audit Report, and the Annual 311 Report at a cost not to exceed $20,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee is hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

James Kendrix, Originator

08/26/99 – B5 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Approval of Special Personnel Services Contract
(Resolution No. 990826-B6)

BACKGROUND INFORMATION:

On June 23, I sent you a written overview and rationale for contractual services with Development Institute, Inc., in which I provided detailed information, including the following key points pertaining to the role of Development Institute (DI) during this past year:

- DI’s critical role in last year’s restructuring of the Planning and Budgeting Council, the organization of the listening sessions, annual and unit planning, integrated budgeting for 1999-2000; and
- DI’s extensive role in information technology services, including technology assessment and planning, college-wide network infrastructure planning with Angus-Hamer, Inc, revamping SCT-Banner activities and schedules with SIG, Inc, restructuring the technology shared-governance process, and fostering a broader role for the Teaching and Learning Round Table in educational technology.

The above roles are two of more than 30 projects involving DI leadership and support at CCSF. There are also numerous by-products of DI involvement at CCSF, one of which is enormously significant fiscally – namely the areas in which $2 million in savings to the college have been identified and set in motion:

- Securing a commitment from the San Francisco Unified School District to underwrite the $800,000 cost of wiring and connectivity for the two campuses owned by SFUSD but used by CCSF;

08/26/99 – B6 page 1
• Contributed to the process for developing a more complete and detailed set of network specifications leading to a vendor bid of approximately $400,000 against a projected cost of $1.1 million, which except for any change orders due to unexpected conditions will mean a savings of $700,000; and

• Negotiating terms for the renewal of the SCT-Banner maintenance agreement and reducing the seven year costs by $760,000, with appropriate protection in the event of termination.

In 1999-2000, we will need the continuing services of DI. In light of the current vacancies in the positions of Chief Information Services Officer, Vice-Chancellor of Student Development, Dean of Outreach and Recruitment, Dean of Financial Aid, and Dean of Counseling, it is imperative that our plans and progress in areas related to Technology and Student Support Services continue to move forward and improve. Therefore, the areas of responsibility are enumerated in the attached workscope and briefly summarized here:

• Overseeing the entire technology effort at CCSF, in counterpart with existing staff, governance groups, and contractors, an overall enterprise consuming $14 million in annual operating budget and $20 million of capital investment in the college-wide network;

• Providing counterpart leadership and support for the assessment, redesign, and continuous improvement for the two critical areas of student development services: enrollment development (college activities leading to the successful enrollment of students) and enrollment management (college activities related to retaining students and the achievement of successful student outcomes);

• Providing counterpart leadership and support for “developmental” initiatives currently underway or proposed, including planning/budgeting, enhanced self-study and student success for excellence, improving and achieving cost-effectiveness in critical areas of college administration; and

• Additionally, DI will be directly involved in support of the Chancellor’s efforts to negotiate with AT&T/TCI, who is about to begin a re-building of their own telecommunications infrastructure, on the inclusion of CCSF’s fiber optic wiring within their system. The cost-savings at this time are uncertain but if successful, will be considerable. In exchange for this “benefit”, CCSF will provide, at a significantly reduced cost, training and educational services for current AT&T/TCI staff.
Under the contract with DI, the two principals to be engaged are Dr. Denton Crews and Dr. Katherine German. Denton Crews was, for many years, professor and dean of the Management School for Lesley College Graduate School in Cambridge, Massachusetts. During this period, he was also a consultant to colleges and universities, and sometimes government agencies, non-profit organizations, and developing countries, choosing to devote his attention to higher education and especially to the community colleges and forming Development Institute for this purpose. He has been called upon by college presidents to provide direct services in many areas of importance to presidents – planning, budgeting, re-accreditation, technology, management development, academic development, and institutional advancement. His doctorate is in the field of management.

Katherine German, after beginning her work in English, earned the masters and doctoral degrees in education with post doctoral study in counseling and consulting psychology. She established an array of academic programs and student support services and eventually became a dean for one of Massachusetts’ most prominent community colleges. Later she became Vice President of Academic Affairs at a women’s college north of Boston, taking the college into baccalaureate status. She then turned to full-time consulting, having been a business partner in Development Institute since its beginning, embracing such areas as curriculum and instructional design, academic and student services, enrollment management, and assessment and counseling with a particular interest in developmental education.

The period of the contract with DI will extend for the current year, July 1, 1999, through June 30, 2000. The total cost of the contract will not exceed $240,000. After 1999-2000, it is expected that the proposed level of effort will decline, as the capacity of the college is expanded and the contractual activities become institutionalized.

In closing, my rationale for retaining the services of DI can be summarized as follows:

1. Critical needs, as defined in the DI workscope, will be predictably and reliably accomplished with DI as the contractor and are unlikely to be accomplished otherwise at an acceptable level since CCSF is thinly staffed administratively, being barely staffed for current operations let alone developmental projects;

2. Contracting with DI is cost-effective; current salary savings through unfilled senior-level positions more than offset the cost of the DI contract (unfilled positions include the chief position in ITS, the vice chancellor for student development, and other Dean-level positions) and financial savings already in place portend a favorable return-on-investment with Development Institute engaged at CCSF.

08/26/99 – B6 page 3
The funds for this contract will be charged to the General Fund-Unrestricted, and the full amount is contained in the 1999-2000 budget.

RECOMMENDATION:

RESOLVED: That the Chancellor, Vice Chancellor for Finance and Operations, and/or their designee are hereby authorized to contract with Development Institute, Inc., to provide consultation and special services defined by formal workscope for a period from July 1, 1999, through June 30, 2000, at a total contract cost not to exceed $240,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor for Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Dr. Philip R. Day, Jr., Originator

08/26/99 – B6 page 4
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to contract with the Institute for the Advanced Study of Human Sexuality
(Resolution No. 990826-B7)

BACKGROUND INFORMATION:

The HIV/STD Prevention Educator Certificate program wishes to contract with the Institute for Advanced Study of Human Sexuality to obtain training for its certificate candidates in techniques of behavior change related to sexually transmitted disease prevention. The certificate students will be enrolled in Health Science Classes 67:HIV/AIDS Peer Education, 68: HIV/AIDS Peer Education-Advanced Issues, and/or 69: HIV/STD Peer Education Directed Practice. The Institute is a California accredited NAPNASC Commission graduate school that provides intensive professional and paraprofessional training in sexual behavior intervention techniques and skills.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the Institute for Advanced Study of Human Sexuality to provide training in behavior change related to sexually transmitted disease prevention, and health to HIV/STD Prevention Educator Certificate candidates for the period August 21, 1999 through May 28, 2000, in the amount not to exceed $3,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Linda Squires Grohe, Originator

08/26/99 – B7 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Best Roofing & Waterproofing, Inc.,
(Resolution No. 990826-B8)

BACKGROUND INFORMATION:

Project: Airport Campus Aeronautic Building Roof Repair

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Best Roofing & Waterproofing, Inc., an Asian owned business enterprise, the lowest responsible bidder, for the project: Airport Campus Aeronautic Building Roof Repair. This project consists of removing the existing metal roof panel fasteners and replacing with new galvanized fasteners and gaskets; installing new rain water leader system at building perimeter; replacing rusted out metal panels; and providing a new weather resistant coating.

The project is funded by the 1996-1997 State Scheduled Maintenance Grant, including a 22.22% District match, to be charged to Appropriation 412244-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Best Roofing & Waterproofing, Inc., an Asian owned business enterprise, the lowest responsible bidder, for the project: Airport Campus Aeronautic Building Roof Repair, at a cost of $68,000, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
08/26/99 – B8 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990826-B9)

BACKGROUND INFORMATION:

Project: Batmale Hall Building Expansion Joints Repair
(in process of bidding)

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract ________________, the lowest responsible bidder, for the project: Batmale Hall Building Expansion Joints Repair. This project consists of removing the building expansion joints materials, cleaning the expansion joint gaps and installing new expansion joint material. This work is necessary to repair the damaged and loosened building expansion joints to prevent water penetration into the interior space.

The project is funded by 1998-1999 State Scheduled Maintenance program, including a 50% District match (local bond funds), and to be charged to Appropriation 420638-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract ________________, the lowest responsible bidder, for the project: Batmale Hall Building Expansion Joints Repair, at a cost of $______________ to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
08/26/99 – B9 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Synergy Environmental, Inc.,
(Resolution No. 990826-B10)

BACKGROUND INFORMATION:

Project: Batmale Hall HVAC Duct Lead Paint Abatement

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Synergy Environmental, Inc., the lowest responsible bidder, for the project: Batmale Hall HVAC Duct Lead Paint Abatement. This project consists of the removal and disposal of loose and peel off lead paint at the outer surface of heating ventilation and air conditioning air ducts. This work is necessary to comply with Federal and State building codes and hazardous material abatement guidelines for building construction. This abatement work is also necessary for the new roof enclosure construction to follow.

The project is funded by 1995 State Schedule Maintenance program, including a 50% District match, and to be charged to Appropriation 412817-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract Synergy Environmental, Inc., the lowest responsible bidder, for the project Batmale Hall HVAC Duct Lead Paint Abatement, at a cost of $3,780, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
08/26/99 – B10 page 1
**DATE:** August 26, 1999

**TO:** Board of Trustees

**FROM:** Dr. Philip R. Day, Jr., Chancellor

**SUBJECT:** CAPITAL OUTLAY

Authorization for fifteen (15) Contract Modification(s) totaling $161,284.74 for Special Services Contract(s) and Construction Contract(s), and one (1) Board Resolution Amendment (Resolution No. 990826-B11)

**BACKGROUND INFORMATION:**

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/ CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION(s) AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 981119-B5 Science Hall Distilled Water System Replacement</td>
<td>Chow Engineering, Inc. (Project Engineer)</td>
<td>$23,000.00</td>
<td>Change $275.00 To $1,300.00</td>
<td>Change CM #2 - $595.00 To CM #3 - $595.00</td>
<td>Change $23,870.00 To $24,895.00</td>
<td>Amendment to Resolution 990729-B8a; change $275 to $1,300 in Previous Contract Modification Amount; change CM #2 to CM #3 in Requested Contract Modification Amount; change $23,870 to $24,895 in New Contract Amount</td>
</tr>
<tr>
<td>B 961024-B09 Cloud Hall Remodel for Allied Health</td>
<td>B/A Burlage and Associates (Project Architect)</td>
<td>$260,000.00</td>
<td>$122,200.00</td>
<td>CM #4 - $9,350.00</td>
<td>$391,550.00</td>
<td>Additional architectural &amp; engineering services for user’s change request; unforeseen job site conditions</td>
</tr>
<tr>
<td>C 980430-B28 Cloud Hall Remodel for Allied Health</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000.00</td>
<td>$440,356.02</td>
<td>CM #10 - $49,969.00</td>
<td>$5,196,325.02</td>
<td>CO #12 for field changes due to the unforeseen site conditions.</td>
</tr>
<tr>
<td>D 980625-B11 Cloud Hall Remodel for Allied Health</td>
<td>Russell Hultgren (Inspector Of Record)</td>
<td>$124,800.00</td>
<td>$0.00</td>
<td>CM #1 - $6,390.00</td>
<td>$131,190.00</td>
<td>Additional inspection services</td>
</tr>
<tr>
<td>E 981119-B5 Science Hall Distilled Water System Replacement</td>
<td>Chow Engineering, Inc. (Project Engineer)</td>
<td>$23,000.00</td>
<td>$1,895.00</td>
<td>CM #4 - $2,473.75</td>
<td>$27,368.75</td>
<td>Asbestos flooring abatement work $2,052; existing distilled water sampling $766.75; credit adjustment of ($345) from CM #2</td>
</tr>
</tbody>
</table>

**BOARD OF TRUSTEES**

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR. • DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
<table>
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<tr>
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<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>F 990128-B3</td>
<td>Chow Engineering, Inc., (Project Engineer)</td>
<td>$11,570.00</td>
<td>$10,760.00</td>
<td>CM #3 - $2,401.00</td>
<td>$24,731.00</td>
<td>$2,401 for additional project management and abatement monitoring</td>
</tr>
<tr>
<td>G 990128-B6</td>
<td>Acres Inc., (Project Civil Engineer)</td>
<td>$6,750.00</td>
<td>$7,800.00</td>
<td>CM #2 - $4,500.00</td>
<td>$19,500.00</td>
<td>Topographic survey of the Practice Field including parking lot B, sidewalk along Ocean Avenue and Library perimeter road</td>
</tr>
<tr>
<td>H 990128-B7a</td>
<td>Kendall Young Associates (Project Architect)</td>
<td>$15,000.00</td>
<td>$0.00</td>
<td>CM #1 – 10,000.00</td>
<td>$25,000.00</td>
<td>Additional design and specification work for interior water damage repair.</td>
</tr>
<tr>
<td>I 990225-B5</td>
<td>YAMAS Control, Inc., (Mechanical Contractor)</td>
<td>$50,100.00</td>
<td>$22,000.00</td>
<td>CM #4 - $7,364.47</td>
<td>$79,464.47</td>
<td>Digital Control system upgrade for remote site monitoring</td>
</tr>
<tr>
<td>J 990325-B17</td>
<td>CST Environmental, Inc., (General Contractor)</td>
<td>$168,865.00</td>
<td>$0.00</td>
<td>CM #1 - $4667</td>
<td>$173,532</td>
<td>$________ for additional repair work at South Gym boiler; $4,667 for additional abatement work at Basketball court piping</td>
</tr>
<tr>
<td>K 990325-B3</td>
<td>KKA Architects, Inc., (Project Architect)</td>
<td>$25,400.00</td>
<td>$20,445.19</td>
<td>CM #3 - $39.28</td>
<td>$45,884.5</td>
<td>Additional architectural planning services for 2000-2001 State Capital Outlay Project Proposal</td>
</tr>
<tr>
<td>L 990325-B3</td>
<td>KKA Architects, Inc., (Project Architect)</td>
<td>$17,915.00</td>
<td>$23,610.00</td>
<td>CM #3 - $43.49</td>
<td>$41,571.53</td>
<td>Additional architectural planning services for 1999-2000 State Capital Outlay Project Proposal</td>
</tr>
<tr>
<td>M 990429-B11</td>
<td>Best Roofing &amp; Waterproofing (General Contractor)</td>
<td>$110,251.00</td>
<td>$0.00</td>
<td>CM #1 - $11,680.00</td>
<td>$121,931.00</td>
<td>$5,379.66 for weekend work; $6,300 for skylight replacement.</td>
</tr>
<tr>
<td>N 990429-B12</td>
<td>California Roofing Co. Inc., (General Contractor)</td>
<td>$165,902.00</td>
<td>$0.00</td>
<td>CM #1 - $7,647.03</td>
<td>$173,549.03</td>
<td>CO #1 – $7,647.03 for new roof overflows;</td>
</tr>
<tr>
<td>O 990429-B8</td>
<td>Sonomarin, Inc., (General Contractor)</td>
<td>$167,021.00</td>
<td>$0.00</td>
<td>CM #1 - $5,713.00</td>
<td>$172,734.00</td>
<td>CO #1, ($2,800) credit for POU equipment; CO #2, $7,746 for electrical conduit work; $767 for floor seal</td>
</tr>
<tr>
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</tr>
<tr>
<td>990624-B9</td>
<td>Adolph Schmidt, Inc., (General Contractor)</td>
<td>$6,420.00</td>
<td>$0.00</td>
<td>CM #1 - $558.00</td>
<td>$6,978.00</td>
<td></td>
</tr>
</tbody>
</table>

**Comments:**
Additional electrical switches, relocating electrical whip and furnish & install emergency exit light.

**Total** $161,284.74

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Kleinman Group
(Resolution No. 990826-B12)

BACKGROUND INFORMATION:

Project: Stadium Bleacher Seating Alteration

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms, and the District wishes to contract with The Kleinman Group, the lowest responsible bidder, for the project: Stadium Bleacher Seating Alteration. This project consists of modifying the first row double footboards with galvanized hinges to provide access for debris removal and cleaning. This work is necessary for maintaining public health and cleanliness at stadium.

The project is funded by General Obligation Bond fund for North and South Gym Renovation, and to be charged to Appropriation 42007C-8060-6202-7100-REN & 42007C-8064-6202-7100-REN.

RECOMMENDATION:

RESOLVED: That authorization be given to contract The Kleinman Group, the lowest responsible bidder, for the project: Stadium Bleacher Seating Alteration, at a cost of $13,000, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
08/26/99 – B12 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Authorization to Award Special Services to RGA Environmental, Inc.,
(Resolution No. 990826 – B13)

BACKGROUND INFORMATION:

Project: Hazardous material survey, testing, report and construction specification preparation for the District Scheduled Maintenance and Hazardous Substance Abatement projects on an as needed basis.

The District wishes to contract with RGA Environmental, Inc., a certified WBE Firm, to provide Hazardous Material survey, testing, report, construction specification writing and monitoring services for all District Scheduled Maintenance and Hazardous Substance Abatement projects on an as needed basis.

The fees for these services shall be provided from funds awarded by the State to complete the projects. Scheduled Maintenance projects required a 50% District match and Hazardous Substance Abatement projects are 100% funded by the State.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with RGA Environmental, Inc., a certified Minority Business Firm, for special services and advice to provide the District with complete hazardous material survey, testing, report and construction specification preparation for the District Scheduled Maintenance and Hazardous Substance Abatement projects on an as needed basis, at a cost of not to exceed $7,500 for each project, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

08/26/99 – B13 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to B&T Spray Equipment, Inc., (Resolution No. 990826-B14)

BACKGROUND INFORMATION:

Project: Evans Campus Air Compressor and Airdrop Stations Equipment Installation

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with B&T Spray Equipment, Inc., the lowest responsible bidder, for the project: Evans Campus Airdrop Stations and Airdrop Stations Equipment Installation. This project consists of purchase and install airdrop stations with individual user airlines from main header to tool inlet. This work is necessary to facilitate the new upholstery programs at Evans campus.

The project is funded by ________________, to be charged to Appropriation ________________.

RECOMMENDATION:

RESOLVED: That authorization be given to contract B&T Spray Equipment, Inc., the lowest responsible bidder, for the project: Evans Campus Air Compressor and Airdrop Stations Equipment Installation at a cost of $10,525.45, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
08/26/99 – B14 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Authorization to Award Construction Contract to Fahy Tree Service (Resolution No. 990826-B15)

BACKGROUND INFORMATION:

Project: Phelan Campus Archery Range Trees Removal

The District received several qualified cost proposals from Contractors, including Minority Business Enterprise firms, and the District wishes to contract with Fahy Tree Service, the lowest responsible bidder, for the project: Phelan Campus Archery Range Trees Removal. This project consists of removing Eucalyptus trees at Archery Range which pose health and safety issues for the students and faculties.

The project is funded by General Obligation Bond funds for North and South Gym Renovation, and to be charged to Appropriation 42002G-806-6202—7100-REN & 42002G-8064-6202-7100-REN,

RECOMMENDATION:

RESOLVED: That authorization be given to contract Fahy Tree Service, the lowest responsible bidder, for the project: Phelan Campus Archery Range Trees Removal, at a cost of $23,700, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

08/26/99 – B15 page 1
DATE: August 26, 1999  

TO: Board of Trustees  

FROM: Dr. Philip R. Day, Jr., Chancellor  

Subject: CAPITAL OUTLAY  
Authorization to Award Construction Contract to Swain Sports International, Inc.,  
(Resolution No. 990826-B16)  

BACKGROUND INFORMATION:  

Project: South Gymnasium Judo Floor Replacement  

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Swain Sports International, Inc., the lowest responsible bidder, for the project: South Gymnasium Judo Floor Replacement. This project consists of purchase and installation of a new Judo Floor for the South Gymnasium.  

The project is funded by General Obligation Bond Fund South Gym Renovation, to be charged to Appropriation _________________.

RECOMMENDATION:  

RESOLVED: That authorization be given to contract Swain Sports International, Inc., the lowest responsible bidder for the project: South Gymnasium Judo Floor Replacement, at a cost of $44,221.74, to be completed on or before December 31, 1999, and  

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator  

08/26/99 – B16 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Txtlcare Systems
(Resolution No. 990826-B17)

BACKGROUND INFORMATION:

Project: South Gymnasium Laundry Room Renovation

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms, and the District wishes to contract with Txtlcare Systems, the lowest responsible bidder, for the project: South Gymnasium Laundry Room Renovation. This project consists of renovating the exiting laundry facility, purchasing and installing four (4) new washers and four (4) new dryers at the South Gymnasium.

The project is funded by General Obligation Bond fund, to be charged to Appropriation _____________.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Txtlcare Systems, the lowest responsible bidder, for the project: South Gymnasium Laundry Room Renovation, at a cost of $_________, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

08/26/99 – B17 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990826-B18)

BACKGROUND INFORMATION:

Project: South Gymnasium Stage Purchase & Installation
(in process of bidding)

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms, and the District wishes to contract with ____________, the lowest responsible bidder, for the project: South Gymnasium Stage Purchase & Installation. This project consists of purchasing new stage for athletic program use.

The project is funded by General Obligation Bond Fund, to be charged to Appropriation ________________.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with ________________, the lowest responsible bidder, for the project: South Gymnasium Stage Purchase & Installation, at a cost of $______________, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
08/26/99 – B18 page 1
DATE: August 26, 1999  B19

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Adolph Schmidt General Construction, Inc.,
(Resolution No. 990826-B19)

BACKGROUND INFORMATION:

Project: Conlan Hall Counseling Department Alteration & Renovation

The District received several qualified cost proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Adolph Schmidt General Construction, Inc., the lowest responsible bidder, for the project: Conlan Hall Counseling Department Alteration & Renovation. This remodeling project is necessary to convert the existing lounge and adjacent counseling office into a new office for the Dean. Work includes demolition of existing partitions and doors per design; relocate electrical outlet, light switches, and install new flooring and painting.

The project is funded by General Obligation Bond fund, and to be charged to Appropriation __________.

RECOMMENDATION:

RESOLVED: That authorization be given to contract Adolph Schmidt General Construction, Inc., the lowest responsible bidder, for the project: Conlan Hall Counseling Department Alteration & Renovation, at a cost of $15,850, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
08/26/99 – B19 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990826-B20)

BACKGROUND INFORMATION:

Project: John Adams Main Building Roof Plywood Substrate Installation

The District received several qualified cost proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with California Roofing Co, Inc., the lowest responsible bidder, for the project: John Adams Main Building Roof Plywood Substrate Installation. This project is to add half-an-inch thick structural plywood as an under-laying substrate to the new roof system that is being installed. The additional structural plywood layer will provide additional building’s structural integrity and to be integrated into the building seismic upgrade work. This work is necessary to be installed concurrently along with roofing work to avoid future modification work to the newly install roof.

The project is funded by General Obligation Bond fund, and to be charged to Appropriation __________.

RECOMMENDATION:

RESOLVED: That authorization be given to contract California Roofing Co, Inc., the lowest responsible bidder, for the project: John Adams Main Building Roof Plywood Substrate Installation, at a cost of $65,952, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
08/26/99 – B20 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Capital Outlay
Approval of Special Personnel Services Contracts
(Resolution No: 990826-B21)

BACKGROUND INFORMATION:

Angus-Hamer Networking has been providing network consulting services for City College since 1996, both in the area of operational technical consulting to the Information Technology Services Department (ITS) on the college’s wide area network (WAN), and in designing the new network infrastructure. Last fall the Board contracted with Angus-Hamer Networking to produce the comprehensive CCSF network survey, which is the college’s plan for building the new network infrastructure.

With the availability of the General Obligation Bond Funds, CCSF is finally able to begin construction of the college’s network infrastructure. The Board of Trustees received at its May 27th meeting a presentation on this major technology undertaking --- the building of a new voice/data/video technology infrastructure connecting all campuses, including a fiber backbone for Phelan, building and office/classroom wiring, electronics, and work-stations, projected to cost approximately $20 million.

The Information Technology Services Department (ITS), with the assistance of Dr. Denton Crews, is in the process of preparing a Request For Quotation (RFQ) to hire a construction/project management firm to oversee entire Technology Network Project which includes the data/voice/video infrastructure installation as well as design and construct the building electrical upgrades to support the new cabling infrastructure. The intent is to bring the successful candidate before the Board of Trustees for contract approval at the October Board meeting.

08/26/99 – B21 page 1
Prior to contracting out the overall construction project management of the Technology Network Project, the ITS Department has already begun some of the bond-funded work --- the Phelan Campus Conduit Infrastructure Repair and the Phelan Campus Fiber Backbone Project, as well as the completion of the Cloud Hall Voice and Data Cabling that is part of the general Cloud Hall Remodeling Project. The Board of Trustees at its July 29, 1999 meeting approved Resolution No. 990729-B7 which authorized a contract to Semans Communications, Inc. $450,000 to install the fiber backbone for Phelan Campus. In addition, by Resolution No. 990624-B6, the Board of Trustees has previously approved a contract with Angus-Hamer to continue to provide operational technical support to the ITS Department for the College’s wide area network for the fiscal year 1999-2000 at a cost not to exceed $101,000 which is covered by the ITS Department’s general funds. As the functions, duration and funding of these two contracts are different, they will be treated as separate contracts.

This current resolution continues the contract with Angus-Hamer Networking to provide the construction/project management and oversight for these projects on a month-to-month basis until such time as an RFQ produces a long-term construction/project management award. The monthly rate for this contract is $81,615, for a period not to exceed six months, from July 1, 1999 through December 31, 1999. This contract will terminate two weeks after the award of the contract for Technology Bond Project Management. The total contract for construction/project management will not exceed $489,690.

The General Obligation Bonds cover the cost of this contract for network infrastructure construction/project management.

**RECOMMENDATION:**

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to contract with Angus Hamer Networking to provide construction/project management and oversight for the City College Technology Network Project for period from July 1, 1999 through December 31, 1999 for a total contract cost not to exceed $486,690 and will terminate two weeks after the award a long-term contract for the construction/project management of the Technology Network Project, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

08/26/99 – B21 page 2
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Adolph Schmidt General Construction, Inc.,
(Resolution No. 990826-B22)

BACKGROUND INFORMATION:

Project: Cloud Hall Film Department Alteration & Renovation

The District received several qualified cost proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Adolph Schmidt General Construction, Inc., the lowest responsible bidder, for the project: Cloud Hall Film Department Alteration & Renovation. This remodeling project is to modify the existing Film Department office, classroom, lab, and equipment room layout to meet the current academic program needs. Work includes demolition of existing partitions and doors per design; relocate electrical outlets, switches, sprinkler heads and light fixtures; and install a new roll-up door, flooring and painting.

The project is funded by General Obligation Bond fund for Cloud Hall Renovation, and to be charged to Appropriation 42003C-8053-6202-7100-REN.

RECOMMENDATION:

RESOLVED: That authorization be given to contract Adolph Schmidt General Construction, Inc., the lowest responsible bidder, for the project: Cloud Hall Film Department Alteration & Renovation, at a cost of $24,734, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
08/26/99 – B22 page 1
DATE: August 26, 1999  B23

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS & OTHER RESTRICTED FUNDS
Approval of Special Services Contract with Eric Ng
(Resolution No: 990826-B23)

BACKGROUND INFORMATION:

On May 27, 1999, the Board of Trustees approved Resolution No. 990527-B7 appropriating funds to support the design, development, and implementation of Garment 2000 as a San Francisco Center for Applied Competitive Technologies (SFCACT) under the Office of Contract Education.

On July 29, 1999, the Board of Trustees approved Resolution No. 990729-B16 authorizing the SFCACT to enter into an agreement with Esprit de Corps for providing training courses to Esprit employees to upgrade their apparel production skills.

To execute the SFCACT program and carry out the Esprit training contract, City College needs to draw upon the expertise of a specialist from within the apparel industry. Eric Ng has extensive experience in conducting training workshops for the apparel industry. He has provided high quality training courses for the SFCACT program for the past several years.

The Office of Contract Education wishes to retain the special services of Eric Ng to provide training services for the Esprit contract to provide assistance to the SFCACT Director to promote and to develop Gerber Technology’s Cad Cam training modules, and to develop a series of bi-lingual training materials for the SFCACT. The special services contract will be for 720 hours of services at the rate of $25.00 per hour for a total not to exceed $18,000 during the period of July 1, 1999 to December 31, 1999.

The funding for this contract is from the California Economic Development Fund. No district match is required.
RECOMMENDATION:
RESOLVED: That authorization be hereby given to enter into a Special Services Contract with Eric Ng to provide 720 hours of training services for the SFCACT at the rate of $25 per hour for a total not to exceed $18,000 during the period of July 1, 1999 to December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Originator: Judy Teng

08/26/99 – B23 page 2
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval of San Francisco International Airport Training Contract and Special Services Contract with Ms. Sue Dyer.

(Resolution No: 990826-B24)

BACKGROUND INFORMATION:

San Francisco International Airport (SFIA) is currently undergoing a major airport facility expansion, which includes the creation of a new international terminal. The SFIA is seeking external consulting services in developing an action plan to ensure that all tasks required to activate the new International Terminal are identified and assigned to responsible parties.

SFIA recommends Sue Dyer for providing this project. Ms. Dyer has over twenty years’ experience in providing training services to the construction industry. She is currently working on various projects including development and implementation of strategies for organizational effectiveness at SFIA, San Jose International Airport and Oakland International Airport.

The Office of Contract Education wishes 1) to enter into a contract with SFIA to provide consultation services for the San Francisco International Terminal activation program for a total award of $100,000, and 2) to contract with Sue Dyer for providing these consultation services to the SFIA project for a cost not to exceed $91,000. The program services will be conducted during the period from July 1, 1999 to June 30, 2000.

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

Income
San Francisco International Airport $100,000

Expenditures:
Consultant Services 91,000
Indirect Cost 9,000

$100,000

No district match is required.
RECOMMENDATION:

RESOLVED: That the District is authorized 1) to enter into a contract with SFIA to provide consultation services for the San Francisco International Terminal activation program for a total award of $100,000, and 2) to contract with Sue Dyer for providing these consultation services to the SFIA project for a cost not to exceed $91,000. The program services will be conducted during the period from July 1, 1999 to June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

08/26/99 – B24 page 2
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval to submit an application and appropriate funds received.
(Resolution No. 990826-B25)

BACKGROUND INFORMATION:

The National Science Foundation will provide funds for Bringing Systemic Change to Community College Chemistry through Fullerton College, Community College of Southern Nevada-Las Vegas, Albuquerque Technical Vocational Institute, City College of San Francisco, and Montgomery College-Houston (FLASH), which is a consortium of five community colleges. This project will transfer reforms in undergraduate chemistry education to community colleges by using a technical student-centered learning environment in which students are active learners and cooperative learning is supported. These chemistry reforms will be especially helpful to under-prepared community college chemistry students who are "at risk". The funds provided to CCSF will be used as stipends to develop the curriculum for the project and for computer equipment.

There is no additional space required. There is a $3,349.94 cash match required which will be provided by Instructional Equipment Funds. Community College of Southern Nevada is the fiscal agent.

Income
National Science Foundation $10,909.94
CCSF Cash Match 3,349.94
Total $14,259.88

Expenditures
Instructional Salaries $7,000.00
Capital Outlay (Computers) 6,699.88
Indirect Cost 560.00
Total $14,259.88

08/26/99 – B25 page 1
RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application and appropriate all funds receivable upon approval from the National Science Foundation for Bringing Systemic Change to community college chemistry for the period of July 1, 1999 until July 1, 2001 in the amount not to exceed $14,259.88, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator
Robert Manlove, Originator

08/26/99 – B25 page 2
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to amend two (2) existing grants totaling $7,804.
(Resolution No. 990826-B26)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS: ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 990429-B17</td>
<td>Daniel Weiler</td>
<td>May 1, 1999 to August 31, 1999</td>
<td>$16,667.00</td>
<td>Extend contract date from September 1, 1999 to August 31, 2000</td>
<td>$50,000.00 (to be disbursed in 12 monthly payments of $4,166.67)</td>
<td>Originator: Elaine Johnson</td>
</tr>
</tbody>
</table>
RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their
designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS & OTHER RESTRICTED FUNDS
Authorization to Conduct a Study Abroad Program and to
Contract with Kristensen International Travel and Tours,
ltd.
(Resolution No. 990826-B27)

BACKGROUND INFORMATION:
In February 1994, the Board of Trustees approved Board Resolution No. 940224-B8 authorizing to contract with Kristensen International Travel and Tours, ltd. (KITT) to provide a summer Study Abroad program to Oaxaca, Mexico. Since 1994, KITT has successfully provided services for 6 consecutive summer Study Abroad programs to Oaxaca, Mexico. This organization consistently receives excellent evaluations from CCSF students and faculty participating in Study Abroad Programs in this country.

The scope of work, period of service and cost per student are as follows:

KITT will provide the necessary travel and educational program arrangements for CCSF’s Study Abroad Programs in Oaxaca, Mexico. The dates of this program will be Summer 2000 - June 24 to July 18. Cost per student, which includes instruction, housing, student activities, excursions and ground transportation is $1,862.

The cost of these programs are to be borne by the students. The District shall not expend any funds for transportation, housing, student activities, excursions and ground transportation.

City College is now proposing to renew its contract with KITT for Summer 2000.
RECOMMENDATION:

RESOLVED: That authorization be hereby given to conduct a Study Abroad Program to Oaxaca, Mexico in Summer 2000 and to contract with KITT for travel and logistical program arrangements to Oaxaca, Mexico in connection with a credit program, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Joanne Low, Originator
Date: August 26, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., less than $3,000
(Resolution No. 990826-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $571,197.12 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>$46,877.01</td>
</tr>
<tr>
<td>Purchase Orders</td>
<td>496,638.21</td>
</tr>
<tr>
<td>Travel/Mileage</td>
<td>27,681.90</td>
</tr>
<tr>
<td>GRAND TOTAL:</td>
<td>$571,197.12</td>
</tr>
</tbody>
</table>

James Kendrix, Originator

08/26/99 - C1 page 1
Date: August 26, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., more than $3,000
(Resolution No. 990826-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

Please note that some of the items represent significant expenditures but are actually annual payment encumbrances which are dispersed monthly. In some cases, these items are paid in a simple annual payment given the terms and the conditions of our vendor contracts. These items are identified for you in the attachment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A’.

GRAND TOTAL: $13,874,659.16

James Kendrix, Originator
08/26/99 - C2 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Acceptance of Gifts
Resolution No. 990826-C3

BACKGROUND INFORMATION:

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:

WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Vice Chancellor of Academic Affairs, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees, are hereby authorized to accept the gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>DONOR</th>
<th>BENEFICIARY</th>
<th>MARKET VALUE DECLARED BY DONOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Cash</td>
<td>Brigitta E. Bock</td>
<td>Carl &amp; Brigitta Beetz Scholarship</td>
<td>$25,000.00</td>
</tr>
<tr>
<td></td>
<td>San Francisco</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Date: August 26, 1999  

To: Board of Trustees  

From: Dr. Philip R. Day, Jr., Chancellor  

Subject: Human Resources  
Amending effective date  
Resignation with the Intent to Retire  
Educational Academic Administrator  
(Resolution No. 990826 - F1)  

BACKGROUND INFORMATION:  

The Board of Trustees adopted Resolution No. 990429 - F1 amending Mira D. Sinco’s resignation with the intent to retire effective August 30, 1999. Consequently, it was determined that the effective date should be August 31, 1999. Resolution No. 990826 - F1 serves to amend the effective date to August 31, 1999.  

RECOMMENDATION:  

RESOLVED: That the resignation with the intent to retire of Mira D. Sinco from any and all employment with the San Francisco Community College District be amended effective close of business August 31, 1999.

Clara Starr, Originator  

08/26/99 - F1 page 1
To:     Board of Trustees

From:  Dr. Philip R. Day, Jr., Chancellor

Subject:  Human Resources
          Authorization to amend employment
          Contract(s)
          (Resolution No. 990826 - L1)

BACKGROUND INFORMATION:

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.

RECOMMENDATION:

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.

<table>
<thead>
<tr>
<th>a) INSURANCE COMPANIES</th>
<th>I.D. NO.</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Great American Life</td>
<td>53650</td>
<td>50.00</td>
</tr>
<tr>
<td>Lincoln Life</td>
<td>01434</td>
<td>150.00</td>
</tr>
<tr>
<td>Met Life</td>
<td>56133</td>
<td>70.00</td>
</tr>
<tr>
<td>Met Life</td>
<td>56808</td>
<td>90.00</td>
</tr>
<tr>
<td>Nationwide Life</td>
<td>54164</td>
<td>495.00</td>
</tr>
<tr>
<td>Northern Life</td>
<td>01434</td>
<td>150.00</td>
</tr>
<tr>
<td>Paul Revere</td>
<td>24358</td>
<td>250.00</td>
</tr>
<tr>
<td>Paul Revere</td>
<td>56527</td>
<td>100.00</td>
</tr>
<tr>
<td>Safeco</td>
<td>56760</td>
<td>285.00</td>
</tr>
<tr>
<td>Life of Southwest</td>
<td>56760</td>
<td>285.00</td>
</tr>
<tr>
<td>State Street Bank STRS</td>
<td>56472</td>
<td>500.00</td>
</tr>
<tr>
<td>State Street Bank STRS</td>
<td>52266</td>
<td>384.00</td>
</tr>
<tr>
<td>State Street Bank STRS</td>
<td>48450</td>
<td>300.00</td>
</tr>
<tr>
<td>TIAA-CREF</td>
<td>07644</td>
<td>384.00</td>
</tr>
<tr>
<td>TIAA-CREF</td>
<td>04340</td>
<td>188.00</td>
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<tr>
<td>TIAA-CREF</td>
<td>54994</td>
<td>200.00</td>
</tr>
<tr>
<td>TIAA-CREF</td>
<td>55258</td>
<td>200.00</td>
</tr>
<tr>
<td>TIAA-CREF</td>
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<td>150.00</td>
</tr>
<tr>
<td>Valic</td>
<td>55399</td>
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</tr>
<tr>
<td>Valic</td>
<td>29662</td>
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</tr>
<tr>
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<tr>
<td>VALIC</td>
<td>56388</td>
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<td>VALIC</td>
<td>55945</td>
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<td>VALIC</td>
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<td>VALIC</td>
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<td>500.00</td>
</tr>
<tr>
<td>VALIC</td>
<td>33432</td>
<td>500.00</td>
</tr>
<tr>
<td>VALIC</td>
<td>56054</td>
<td>75.00</td>
</tr>
<tr>
<td>VALIC</td>
<td>46031</td>
<td>700.00</td>
</tr>
</tbody>
</table>
### b) CUSTODIAL ACCOUNTS

<table>
<thead>
<tr>
<th>I.D. NO.</th>
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</thead>
<tbody>
<tr>
<td>Fidelity 32838</td>
<td>280.00</td>
</tr>
<tr>
<td>T Rowe Price 56527</td>
<td>100.00</td>
</tr>
<tr>
<td>T Rowe Price 44246</td>
<td>1060.00</td>
</tr>
<tr>
<td>Vanguard 56304</td>
<td>180.00</td>
</tr>
<tr>
<td>Vanguard 60234</td>
<td>614.00</td>
</tr>
<tr>
<td>Vanguard 55659</td>
<td>50.00</td>
</tr>
<tr>
<td>Vanguard 56878</td>
<td>100.00</td>
</tr>
<tr>
<td>Vanguard 07838</td>
<td>384.00</td>
</tr>
</tbody>
</table>

### c) TERMINATION/CANCELLATIONS

<table>
<thead>
<tr>
<th>I.D. NO.</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Health 56915</td>
<td>300.00</td>
</tr>
<tr>
<td>Paul Revere 07838</td>
<td>300.00</td>
</tr>
<tr>
<td>VALIC 54957</td>
<td>50.00</td>
</tr>
</tbody>
</table>

FURTHER IT BE RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

08/26/99 – L1 page 3
DATE: August 26, 1999

TO: Board of Trustees

FROM: Board of Trustees Diversity Committee: James Mayo II, Chairperson; Lawrence Wong and Rodel Rodis, Members

SUBJECT: Policy Manual
(Resolution No. 990826-P1)

BACKGROUND INFORMATION:

In 1995, the Board of Trustees of the San Francisco Community College District expressed concern that minority and women owned businesses were not receiving contracts from the District at a level consistent with their availability. After Board discussion, the Board adopted Resolution 950330-S2 which directed the administration to proceed in establishing a plan and time-line for the development and implementation of a Minority/Woman’s Business Enterprise (MBE/WBE) program, if statistical evidence so permitted.

Staff then reviewed available firms to determine which firm might be retained to conduct the appropriate study. On February 22, 1996, the Board passed Resolution 960222-B4, engaging the firm of Mason-Tillman Associates, Ltd., to complete a disparity study to determine if there was evidence that barriers existed to prevent MBE/WBE firms from doing business with the District and, if appropriate, to make recommendations for the creation of an MBE/WBE program.

Mason-Tillman then proceeded to gather data and analyze the agreements that the District entered into in the area of construction and construction-related services for the period July 1995 through June 1996. At the September 18, 1997 meeting of the Board, the results of this Disparity Study revealed that utilization of MBE/WBE firms in these areas fell far short of
availability. Mason-Tillman then did further analyses to determine whether race neutral outreach/activities during the period July 1996 through December 1997 improved MBE/WBE participation. The data gathered and analyzed in this Updated Disparity Study still demonstrated significant under utilization of MBE/WBE firms.

On October 29, 1998, the findings of the Updated Disparity Study (known as the Study on Minority and Woman-Owned Business Utilization and Availability, dated July 1998) were formally presented to the Board. After discussion, the Board enthusiastically adopted the resolution which included certain findings and specific recommendations about the implementation of a program to increase MBE/WBE participation.

Subsequently, District staff and Mason-Tillman staff, with invaluable input from the construction and construction-related community (including MBE and WBE firms), met numerous times to craft a policy and a plan that could serve as a basis to meet this Board directive.

The resulting proposed Minority, Woman, and Local Business Enterprises Policy and Program on Construction and Construction-related Professional Services, as well as a draft working document detailing findings about Local Business Enterprises, were the subject of a Special Board Meeting hosted by the Board’s Diversity Committee, held on July 14, 1999. Full and open discussion took place among the members of the Board and members of the public. Members of the public expressed their great appreciation to the responsiveness of the Board in bringing the policy/program to fruition. The Board expressed its appreciation for community input and for the exemplary work put forth by Mason-Tillman.

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. . .” Notice was given at a prior meeting (July 29, 1999) of the Board of Trustees of the San Francisco Community College District that the attached amendments to the San Francisco Community College District Policy Manual would be acted upon at the next meeting of the Board of Trustees.
RECOMMENDATION:

RESOLVED: That the San Francisco Community College District Policy Manual be amended by adding Section 7.23 - Minority, Woman, and Local Business Enterprises - Construction and Construction-Related Professional Services, to be effective upon adoption. (Note: Additions or substitutions are indicated by **bold italics**.)

James Haskell Mayo II, Originator
Lawrence Wong, Originator
Rodel Rodis, Originator

08/26/99 – P1 page 3
MINORITY, WOMAN, AND LOCAL BUSINESS ENTERPRISES - CONSTRUCTION AND CONSTRUCTION-RELATED PROFESSIONAL SERVICES

It is the policy of the San Francisco Community College District to ensure and equal business opportunities for all minority business enterprises, woman business enterprises, and local business enterprises (M/W/LBEs) wishing to do business with the District.

Prior practices by the District have resulted in significant under-utilization of minority and women’s business enterprises on the District’s contracts. The ultimate goal of this policy is to remedy the effects of this under-utilization by increasing the use of minority and woman owned business enterprises to parity with the availability of such businesses in the District’s market area, the City and County of San Francisco. This policy will require the District to promote full and equitable participation of minority and women’s business enterprises on construction and construction-related professional services contracts awarded by the District.

Local businesses that seek to enter into contracts with the District perform under a competitive disadvantage compared with businesses from other areas because of the higher costs of doing business in the City and County of San Francisco. As a result, the District hereby establishes a local business enterprise policy.

The staff of the District will take additional affirmative steps to encourage M/W/LBEs to participate in District construction and construction-related professional services work at both the prime contractor and subcontractor level. Special efforts will be taken to encourage minority, woman, and local business enterprises to participate in activities that enhance such businesses’ ability to perform work. Outreach efforts will be targeted to both new businesses as well as existing businesses in the City and County of San Francisco.
DATE: August 26, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL Presenting the Initial Proposal of the Board of Trustees for a Successor Collective Bargaining Agreement with the Department Chairperson Council, and Placing a Special Order of Business on the Agenda for a Public Board of Trustees Meeting in September 1999 for Public Response to the Initial Proposal (Resolution No: 990826-S1)

BACKGROUND INFORMATION:

The present Collective Bargaining Agreement between the San Francisco Community College District (District) and the Department Chairperson Council (DCC) will expire on December 31, 1999. On July 29, 1999, by Resolution No. 990729-S1, the Board of Trustees presented DCC’s Initial Proposal for a successor collective bargaining agreement for calendar years 2000, 2001, and 2002 and established the August 1999 public Board of Trustees Meeting for public response to DCC’s Initial Proposal. Government Code Section 3547 requires in relevant part that (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, and (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.
RECOMMENDATION:

RESOLVED: That the Board of Trustees of the District hereby presents its Initial Proposal for a successor collective bargaining agreement for calendar years 2000, 2001, 2002 with the DCC (Attachment A);

FURTHER BE IT RESOLVED: That a special order of business be placed on the Agenda for a public meeting of the Board of Trustees in September 1999 to enable members of the public to express themselves regarding the Board of Trustees’ Initial Proposal (Attachment A).

Lawrence C. Klein, Originator
San Francisco Community College District
Board of Trustees

INITIAL PROPOSAL

for a Successor Collective Bargaining Agreement
Calendar Years 2000, 2001, and 2002

Department Chairperson Council

August 26, 1999

The present collective bargaining agreement between the parties consists of 22 Articles and eight Appendices. The Board of Trustees proposes that all Articles and Appendices, including any amendments in effect as of the date of this initial proposal, continue unchanged in the successor collective bargaining agreement, excluding (a) Articles and Appendices requiring date changes to coincide with the duration of the successor collective bargaining agreement, (b) Articles and Appendices requiring the deletion of obsolete language and concomitant re-numbering, and (c) the following Articles and Appendices which shall be amended through the negotiations process to address the issues identified below:

ARTICLE 8, EVALUATION

Modify Section 8.B et seq. (Non-routine Evaluation), clarifying a supervisor’s obligation to cooperate in the management evaluative review.

Reevaluate Section 8.B.2.6 and 2.7 in light of existing state law pertaining to the retention of permanent records.

ARTICLE 12, ELECTION/SELECTION OF DEPARTMENT CHAIRPERSONS

Clarify the eligibility to serve and length of term for tenure-track (probationary) faculty.

ARTICLE 15, STIPENDS

Increase to be negotiated according to reasonable comparative criteria and District's ability to pay.

APPENDIX A, CITY COLLEGE OF SAN FRANCISCO DEPARTMENTS

Review and revise department names, as appropriate.

APPENDIX B, ADMINISTRATOR’S EVALUATION OF DEPARTMENT CHAIRPERSON
Review and revise this form to parallel Article 20, Duties & Responsibilities of Department Chairpersons.

APPENDIX C, FACULTY & CLASSIFIED STAFF REVIEW FORM FOR DEPARTMENT CHAIRPERSON

Review and revise this form to parallel Article 20, Duties & Responsibilities of Department Chairpersons.
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr. Chancellor

SUBJECT: SPECIAL

Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1999-2000
(Resolution No: 990826.S2)

BACKGROUND INFORMATION:

The administration has provided the non-exclusive representative of the specified “Building Trades Supervisory” and “Building Trades” employees 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 Educational Employment Relations Act. The administration has subsequently recommended adjusting the wage rates for “Building Trades Supervisory” and “Building Trades” employees, as set forth in Attachment 1.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the modified wage rates for the “Building Trades Supervisory” and “Building Trades” classifications described in Attachment 1, to be effective on the date specified therein;

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Lawrence C. Klein, Originator

08/26/99 – S2 page 1
MODIFIED WAGE RATES FOR DISTRICT DESIGNATED
BUILDING TRADES SUPERVISORY AND BUILDING TRADES CLASSIFICATIONS
FOR FISCAL YEAR 1999-2000

I. CLASSIFICATIONS
The modified wage rates as set forth herein shall be applicable to the positions and/or employees designated as “Building Trades Supervisory” or “Building Trades” in the following classifications:

A. BUILDING TRADES SUPERVISORY:
   7205 Chief Stationary Engineer

B. BUILDING TRADES:
   7333 Apprentice Stationary Engineer
   7334 Stationary Engineer
   7335 Senior Stationary Engineer

II. WAGE RATES
The present biweekly wage rates for the above “Building Trades Supervisory” and “Building Trades” classifications shall be amended as follows, retroactive to August 21, 1999.

<table>
<thead>
<tr>
<th>Class #</th>
<th>Class Title</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>7205</td>
<td>Chief Stationary Engineer</td>
<td>2086.40</td>
<td>2190.40</td>
<td>2301.60</td>
<td>2415.20</td>
<td>2535.20</td>
</tr>
<tr>
<td>7333</td>
<td>Apprentice Stationary Engineer (A)</td>
<td>1312.00</td>
<td>1412.80</td>
<td>1513.60</td>
<td>1614.40</td>
<td>1714.40</td>
</tr>
<tr>
<td>7333</td>
<td>Apprentice Stationary Engineer (B)</td>
<td>1816.00</td>
<td>1916.00</td>
<td>1916.00</td>
<td>1916.00</td>
<td>1916.00</td>
</tr>
<tr>
<td>7334</td>
<td>Stationary Engineer</td>
<td>1664.80</td>
<td>1747.20</td>
<td>1832.80</td>
<td>1920.80</td>
<td>2016.80</td>
</tr>
<tr>
<td>7335</td>
<td>Senior Stationary Engineer</td>
<td>1876.00</td>
<td>1968.80</td>
<td>2066.40</td>
<td>2168.80</td>
<td>2277.60</td>
</tr>
</tbody>
</table>

III. INTENT
This resolution is not intended to modify any other form of compensation, benefits, or other term or condition of employment not specifically enumerated herein.
Date: August 26, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Master Agreement with Bookstore Auxiliary
(Resolution No. 990826-S3)

BACKGROUND INFORMATION:

By Board Resolution No. 950824-S8, the Board of Trustees established the San Francisco Community College District Bookstore Auxiliary and also approved its Articles of Incorporation, Bylaws, Master Agreement and Amendments to the Master Agreement. The Master Agreement, as originally adopted, was for a period of five years. By Board Resolution No. 990826-W4, the Board is authorizing a 7 year lease with the PUC and a sublease with the Bookstore Auxiliary with the possibility of an extension for two years. This resolution would extend the Master Agreement, along with Amendments One and Two between the District and the Bookstore Auxiliary for 10 years, through December 31, 2010, and be the subject of Amendment Three to the Master Agreement.

It is also recommended that another Amendment be authorized, Amendment Four, by which the District would sublease the property at 11 Phelan Avenue to the Bookstore Auxiliary for the rent payable to the Public Utilities Commission.

RECOMMENDATION:

RESOLVED: That the Board of Trustees authorizes an extension of the Master Lease and Amendments One and Two between the District and the San Francisco Community College District Bookstore Auxiliary for a period of 10 years, through December 31, 2010 through an Amendment known as Amendment Three, and

08/26/99 – S3 page 1
FURTHER BE IT RESOLVED: That the Board of Trustees authorizes Amendment Four to the Master Lease by which the District will sublease the property at 11 Phelan Avenue to the Bookstore Auxiliary for a period of 7 years starting on or before October 1, 1999 with the possibility of a two year extension at the rent payable to the Public Utilities Commission, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute all documents necessary to effectuate this resolution on behalf of the San Francisco Community College District.

Stephen J. Herman, Originator

08/26/99 – S3 page 2
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr. Chancellor

SUBJECT: SPECIAL Approval of the Chancellor’s Annual Performance Objectives for 1999-2000 (Resolution No. 990826-S4)

BACKGROUND INFORMATION:

As prescribed in the contract of the Chancellor, the Board of Trustees must approve a statement of Annual Performance Objectives for the Chancellor which serves as a guide for his work in the upcoming year and as a basis for his subsequent evaluation. A draft of these objectives was prepared and distributed to the Board on June 9, 1999. A follow-up discussion and review of the draft was held with members of the Personnel Committee (chaired by Trustee Berg). Revisions were made based upon that discussion and a final draft was prepared for approval by the Board of Trustees.

RECOMMENDATION:

RESOLVED: That The City College District Board of Trustees approve the 1999-2000 Annual Performance Objectives of the Chancellor.

Dr. Philip R. Day, Jr., Originator

08/26/99 – S4 page 1
DATE: August 26, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL
Salute to Alex L. Pitcher, Jr.,
who is being honored on September 22, 1999
at the Southeast Campus. The Southeast
Community Room will be renamed in Mr. Pitcher’s behalf.
(Resolution No. 990826-S5)

BACKGROUND INFORMATION:

Mr. Pitcher is an outstanding community leader. He has received many plaques, awards, certificates, and other souvenirs for his outstanding achievements including proclamations and recognition from the San Francisco Mayor, Board of Supervisors, California State Assembly and Senate, and the United States Congress, among others.

Mr. Pitcher is a long-time resident of the Bayview-Hunter’s Point and has served over the years on various boards and organizations concerned with the eradication of poverty and racism. He has served as the Executive Director of the San Francisco Southeast Poverty Commission and the Bayview-Hunter’s Point Community Development Corporation.

Mr. Pitcher’s long association with the NAACP culminated with his election as President of the San Francisco branch in 1980. For the next two years he took charge of all civil rights activities in San Francisco, directing and supervising the work of twenty-one standing committees, including housing, education, legal redress, and affirmative action. He is presently serving again as President of the San Francisco NAACP, and he was honored by the NAACP in January of 1993 for his civil rights and community involvement.
He is currently Manager of Public Affairs for the San Francisco Public Utilities Commission, President of the South Bayshore Community Development Corporation, a member of several Prince Hall bodies, a member of Providence Baptist Church, and a member of numerous religious, political, social, and civic organizations.

He was honored by the Leslie Urguhart Foundation in 1995 for his outstanding contributions to society and received the Image award for community service in 1997 from the Delta Sigma Thea Sorority, Inc. Alex Pitcher is an outstanding individual who has unselfishly dedicated his life to serving others.

RECOMMENDATION:

RESOLVED: That the Board of Trustees honor Alex L. Pitcher, Jr. with a proclamation from the Board of Trustees on September 22, 1999 at the Southeast Campus at the renaming of the Community Room and rededication ceremony in his honor.

FURTHER BE IT RESOLVED: That the Board of Trustees are invited to participate in the rededication ceremony on September 22, 1999 at the South East Campus.

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Veronica Hunnicutt, Originator

08/26/99 – S5 page 2
DATE: August 26, 1999
TO: Board of Trustees
FROM: Philip R. Day, Jr., Chancellor

Subject: SPECIAL
Approving Change in Conceptual Design of Chinatown/North Beach Campus
(Resolution No. 990826-S6)

BACKGROUND INFORMATION:

As a result of the June 4, 1999 settlement ending the lawsuit filed against the District’s proposal for a new Chinatown/North Beach Campus, an addendum to the EIR for the project is needed. This addendum will complete the EIR process for the project and will include the process for determining the final design for the project.

WHEREAS, on July 21, 1998 the San Francisco Community College District (“District”) approved the acquisition and future development of property for a new Chinatown/North Beach Campus (“the project”); and

WHEREAS, the District prepared an Environmental Impact Report (“EIR”) in accordance with the California Environmental Quality Act, Public Resources Code section 21000 et seq. (“CEQA”) for the project, and on July 21, 1998 the District certified that the EIR complied with CEQA; and

WHEREAS, a lawsuit was filed challenging the District’s approval of the project and certification of the EIR; and

WHEREAS, on June 4, 1999 all parties to the lawsuit entered into a settlement agreement that included the preservation of the Colombo Building, and as a result, changes to the conceptual design of the project and a process for determining the final design of the project; and

WHEREAS, the District prepared an Addendum to the Final EIR (“Addendum”) pursuant to California Code of Regulations, Title 14, section 15164 that describes the changes to the design of the project and any changes to the EIR as a result of such modified design; and

WHEREAS, the District has considered the Addendum together with the EIR;

08/26/99 – S6 page 1
RECOMMENDATION:

RESOLVED: That the District approves the changes to the conceptual design of the project and the process for establishing the final design of the project as described in the Addendum;

FURTHER BE IT RESOLVED: That the District determines that no supplemental or subsequent EIR is needed pursuant to Public Resources Code section 21166, or California Code of Regulations, Title 14, sections 15162 or 15163 because since certification of the EIR:

1. There have not been any substantial changes to the project which require major revisions to the EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of effects identified as significant in the EIR; and

2. No substantial changes have occurred with respect to the circumstances under which the project is undertaken which will require major revisions to the EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of effects identified as significant in the EIR; and

3. No new information of substantial importance has become available, which was not known and could not have been known with the exercise of reasonable diligence at the time the EIR was certified, that shows any of the following:

   1. That the project will have one or more significant effects not discussed previously in the EIR;
   2. That significant effects previously examined will be substantially more severe than shown in the EIR;
   3. That mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the project; or
4. That mitigation measures or alternatives which are considerably different from those analyzed in the EIR would substantially reduce one or more significant effects on the environment, but the District declines to adopt the mitigation measure or alternative.

FURTHER BE IT RESOLVED: That the District finds that as a result of the changes in the conceptual design of the project and the process established for determining the final design of the project, the project will not have a significant impact on architectural resources associated with the Colombo Building, and thus as a result, the mitigation measure identified as AR-1 in Exhibit 2 to Resolution No. 980721-S5 adopted by the District July 21, 1998 is no longer necessary and is hereby deleted.

Peter Goldstein, Originator

08/26/99 – S6 page 3
DATE: August 26, 1999

TO: Board of Trustees

FROM: Board of Trustees Diversity Committee: James Mayo II, Chairperson; Lawrence Wong and Rodel Rodis, Members

SUBJECT: Special
Adopting Findings Concerning The Costs Of Doing Business In San Francisco; Adopting A Minority/Woman/ Local Business Enterprise Program Concerning Construction And Construction-Related Services.
(Resolution No. 990826-S7)

BACKGROUND INFORMATION:

In 1995, the Board of Trustees of the San Francisco Community College District expressed concern that minority and women owned businesses were not receiving contracts from the District at a level consistent with their availability. After Board discussion, the Board adopted Resolution 950330-S2 which directed the administration to proceed in establishing a plan and time-line for the development and implementation of a Minority/Woman’s Business Enterprise (MBE/WBE) program, if statistical evidence so permitted.

Staff then reviewed available firms to determine which firm might be retained to conduct the appropriate study. On February 22, 1996, the Board passed Resolution 960222-B4, engaging the firm of Mason-Tillman Associates, Ltd., to complete a disparity study to determine if there was evidence that barriers existed to prevent MBE/WBE firms from doing business with the District and, if appropriate, to make recommendations for the creation of an MBE/WBE program.
Mason-Tillman next proceeded to gather data and analyze the agreements that the District entered into in the area of construction and construction-related services for the period July 1995 through June 1996. At the September 18, 1997 meeting of the Board, the results of this Disparity Study revealed that utilization of MBE/WBE firms in these areas fell far short of availability. Mason-Tillman later did further analyses to determine whether race neutral outreach/activities during the period July 1996 through December 1997 improved MBE/WBE participation. The data gathered and analyzed in this Updated Disparity Study still demonstrated significant underutilization of MBE/WBE firms.

On October 29, 1998, the findings of the Updated Disparity Study (known as the Study on Minority and Woman-Owned Business Utilization and Availability, dated July 1998) were formally presented to the Board. After discussion, the Board enthusiastically adopted the resolution which included certain findings and specific recommendations about the implementation of a program to increase MBE/WBE participation.

Subsequently, District staff and Mason-Tillman staff, with invaluable input from the construction and construction-related community (including MBE and WBE firms), met numerous times to craft a policy and a plan that could serve as a basis to meet this Board directive.

The resulting proposed Minority, Woman, and Local Business Enterprises Policy and Program on Construction and Construction-related Professional Services, as well as a draft working document detailing findings about Local Business Enterprises, were the subject of a Special Board Meeting hosted by the Board’s Diversity Committee, held on July 14, 1999. Full and open discussion took place among the members of the Board and members of the public. Members of the public expressed their great appreciation to the responsiveness of the Board in bringing the policy/program to fruition. The Board expressed its appreciation for community input and for the exemplary work put forth by Mason-Tillman.

At the regular Board Meeting of July 29, 1999, the Board gave notice that it would amend its Policy Manual on August 26, 1999 by adding a policy statement regarding Minority, Woman and Local Business Enterprises. To implement the policy, however, requires that the Board adopt a specific program. Since part of this program involves a preference for Local Business Enterprises, the Board should also adopt findings pertaining to the costs of doing business in San Francisco.
RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby adopts the findings and conclusions contained in the document entitled Administrative Costs of Doing Business in San Francisco, which concludes that San Francisco-based business labor with higher rents and higher wages than businesses located outside City and County boundaries; and reports that in an analysis of unit labor costs, energy costs, tax burdens and office rents, San Francisco ranked the highest of 17 other cities in California; and reports that the City and County of San Francisco has itself determined that San Francisco businesses have higher costs in taxes, rent, wages, and insurance. A copy of this document is on file with the Secretary to the Board and is hereby incorporated by reference into this resolution;

AND FURTHER BE IT RESOLVED: That the Board of Trustees hereby declares that the Disparity Study which demonstrated significant under-utilization of minority and women owned business enterprises in construction and construction-related services was the result of discriminatory practices;

AND FURTHER BE IT RESOLVED: That the Board of Trustees declares its obligation to take measures to remediate the discriminatory practices, by adopting the Minority/Woman/Local Business Enterprises Program, a copy of which is on file with the Secretary to the Board and which is hereby incorporated by reference into this resolution.

Originators: James Haskell Mayo II
Lawrence Wong
Rodel Rodis

08/23/99 - S7 page 3
Date: August 26, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Real Estate--Leases
Authorization to rent 1798 San Jose Avenue from Makas Real Estate
(Resolution No. 990826-W1)

BACKGROUND INFORMATION:

City College of San Francisco has continued to offer classes and educational programs dispersed throughout San Francisco through a number of rental agreements which include all maintenance, utilities and custodial services. The agreements provide an option to renew. Makras Real Estate has agreed to enter into a rental agreement with City College of San Francisco for the fiscal year 1999-2000 for a property located at 1798 San Jose Avenue, San Francisco, CA 94112, for a pregnancy prevention office.

RECOMMENDATION:

RESOLVED: That the Board of Trustees authorizes district administration to enter into a rental agreement with Makras Real Estate at a monthly rental charge of $900 per month, for the period July 1 to September 30th 1999, for a property located at 1798 San Jose Avenue, San Francisco, CA 94112, to be paid out of a Federal Grant from the Department of Human Services-City College Adolescent Pregnancy Prevention Program (FOAPAL 122502-8250-5610-68300-N), and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Stephen Herman, Originator

08/26/99 – W1 page 1
DATE: August 26, 1999  

TO: Board of Trustees 

FROM: Dr. Philip R. Day, Jr., Chancellor 

Subject: Real Estate--Leases 
Authorization to renew a rental agreements with Chinese for Affirmative Action 
(Resolution No. 990826-W2) 

BACKGROUND INFORMATION: 
City College of San Francisco has continued to offer classes dispersed throughout San Francisco through a number of rental agreements which include all maintenance, utilities and custodial services. The agreements provide an option to renew. Chinese for Affirmative Action has agreed to enter into a rental agreement with City College of San Francisco for the fiscal year 1999-2000 for a property located at 17 Walter U. Lum Place, San Francisco, CA 94108, for English as a Second Language classes. 

RECOMMENDATION: 
RESOLVED: That the Board of Trustees authorizes district administration to enter into rental agreements at a monthly rental charge of $150 per month, for the period July 1, 1999 to May 30, 2000 with Chinese for Affirmative Action for a property located at 17 Walter U. Lum Place, San Francisco, CA 94108, and 

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution. 

Stephen Herman, Originator 

08/26/99 – W2 page 1
Date: August 26, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Real Estate
Authorization to lease property located at 11 Phelan Avenue from the Public Utility Commission and to sublease the same to the San Francisco Community College Bookstore Auxiliary, on or before October 1, 1999 through September 15, 2006
(Resolution No: 990826-W3)

BACKGROUND INFORMATION:

In 1996, the owner of CalBooks, asked the District to purchase his business located at 11 Phelan Avenue. In 1998 an agreement was reached between CalBooks and the Bookstore Auxiliary, but was not executed because the Public Utilities Commission, upon whose land the business operates, would not commit to a lease.

Recently, the District has worked with staff from the Public Utilities Commission and an agreement has been reached for a lease between the Public Utilities Commission and the District with a sublease to the Bookstore Auxiliary for a period of seven years with the possibility of a single extension for two years, starting on or before October 1, 1999. This agreement is subject to approval by the Public Utilities Commission and the Directors of the Bookstore Auxiliary.

RECOMMENDATION:

RESOLVED: That the Board of Trustees authorizes a lease with the Public Utilities Commission for the property located at 11 Phelan Avenue and a sublease with the SFCCD Bookstore Auxiliary, starting on

08/26/99 – W3 page 1
or before October 1, 1999 at a rent of $59,305.68 per year with a CPI escalator each July 1 of the lease term, and

Further Be It Resolved: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute such lease and sub-lease agreements on behalf of the San Francisco Community College District.

Stephen J. Herman, Originator

08/26/99 – W3 page 2
Regular Meeting of the
Board of Trustees of the
San Francisco Community College District
City College of San Francisco
JOHN ADAMS CAMPUS
Auditorium
1860 Hayes Street
San Francisco
Thursday, September 30, 1999

Open Session - 6:00 p.m.

I. Roll Call
II. Pledge of Allegiance
III. Approval of Minutes
   Regular Meeting Minutes – August 26, 1999
IV. Public response to the Initial Proposal of the Board of Trustees of
    the San Francisco Community College District for a Successor
    Collective Bargaining Agreement with the Department Chairperson
    Council.
V. Adoption of Resolutions Agenda
VI. Approval of Consent Agenda Items as Listed:
VII. Special Presentations
   a) Diego Rivera Mural – Portable Photo Exhibits
IX. Action on Other Resolutions Agenda Items
X. Report from Constituent Groups
   - Academic Senate        - Ray Berard, President
   - Associated Students    - Rachel Wood, President
   - Classified Senate     - Alice Munoz-Shvarts, President

*c - 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.
XI. Board of Trustees’ Report

XII. Chancellor and Staff Reports

XIII. Close Session Announcements - Legal Counsel Ronald Lee

XIV. Requests to Speak

XV. Adjournment

FINANCE (Pages 1-50)

GENERAL FUND

B1 - Authorization to hereby given to enter into an agreement with SCT Corporation for the licensing of the Banner Web software, for Student, Faculty, Employee and Executive, at a cost not to exceed $320,000 with payments spread over the fiscal years 1999-2000 ($100,000), 2000-2001 ($100,000), 2001-2002 ($120,000). This contract also includes a five-year software maintenance support for $274,000 annually with no additional annual increase. Subject to Board approval, an extension of the maintenance agreement beyond year 5 for up to additional three years, would cap the annual rate of increase so it would not exceed at 4%.

B2 - Authorization be hereby 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 Television, Cable Channel 52 funded by television access funds from the City of San Francisco, $54,723.00.

B3 - Adoption of Final 1999-2000 Budget.

B4 - Authorization be hereby given to approve any two (2) of the following persons to sign on behalf of the District checks, or other banking documents to transfer funds within and between District accounts held at Wells Fargo Bank.

B4a - Authorization be hereby given to contract with Interpreters to provide services for students with disabilities during any given academic year, total cost not to exceed $175,000 for any given academic year.

* - It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
CAPITAL OUTLAY

B5 - Authorization be given to contract with Levy Design, a certified Women Owned Business and Local Business Enterprise (Caucasian), for special services and advice to provide the District with complete architectural and construction administration services, for the Project: Cloud Hall Window Replacement at a cost of $25,000, to be completed on or before December 31, 2000.

B6 - Authorization be given to contract with Gelfand RNP, a certified Woman Owned Business Enterprise, for special services and advice to provide the District with complete architectural and construction administration services, for the Project: District wide Emergency Eye Wash & Shower Drainage Plumbing Installation at a cost of $30,000 to be completed on or before December 31, 2000.

B7 - Authorization be hereby given to contract with Barcelona & Jang, a certified Woman Owned Business and Local Business Enterprise (Asian), for special services and advice to provide the District with complete architectural and construction administration services, for the Project: Downtown Educated Palate Relocation and Renovation at a cost of $44,667 to $45,167, to be completed on or before December 31, 2000.

B8 - Authorization be given to contract with Noll & Tam, a certified Minority Business and Woman Owned Business Enterprise (Asian), for special services and advice to provide the District with complete architectural and construction administration services, for the Project: Downtown Campus Fire & Life Safety System Upgrade and Replacement at a cost of $32,000 to $40,850, to be completed on or before December 31, 2000.

B9 - Authorization be given to contract with City and County of San Francisco Bureau of Construction Management, for site survey services to the District, for the Project: Extended Opportunity Program & Services (EOPS) Facility and the Archery Range at a cost of $10,000, to be completed on or before December 31, 1999.

B10 - Authorization be given to contract with Adrienne Wong, Landscape Architect, a certified Woman Owned Business Enterprise (Asian), for special services and advice to provide the District with architectural landscaping services, for the Project: Extended Opportunity Program & Services (EOPS) Facility at a cost of $16,000, to be completed on or before June 30, 2000.

B11 - Authorization be given to contract with City and County of San Francisco Bureau of Engineering, for Structural, Electrical, Mechanical and Civil engineering services to the District, for the Project:

* c - 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.
Extended Opportunity Program & Services (EOPS) Facility at a cost of $25,000, to be completed on or before December 31, 2000.

B12 - Authorization be given to contract with Marcy Li Wong Architects, a certified Minority Business Enterprise and Woman Owned Business Enterprise (Asian) for special services and advice to provide the District with complete architectural and construction administration services, for the project: Stadium Field House Facility at a cost not to exceed of $42,300,

B13 - Authorization be given to Contract with Inspection Consultants, Inc., a certified Minority Business and Local Business Enterprise (Latin), to provide for materials testing and special inspection services for the Project: Central Shops and Warehouse Facility, at a cost not to exceed $38,539. This contract will be completed prior to December 31, 2000.

B14 - Authorization be given to contract The Folding Bleacher Company, the lowest responsible bidder, at a cost of $79,544, to be completed on or before December 31, 1999

B15 - Authorization be given to contract with Global Project Management, a Woman Owned Business Enterprise (Caucasian), for special services and advice to provide the District with construction management services, for the Project: Central Shops & Warehouse Facility at a cost of $5,000, to be completed on or before December 31, 2000.

B16 - PULLED

B17 - Authorization for eleven (11) Twelve (12) Contract Modification(s) totaling $55,572.53 $73,729.13 for Special Services Contract(s) and Construction Contract(s); two (2) Contract Amendment(s)

GRANTS

B18 - Authorization to modify six existing Grants totaling $16,860.

B19 - Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the Community College Foundation, under the San Francisco Department of Human Services Independent Living Skills Program, for the fiscal year 99-2000, at a cost not to exceed $31,650.

B20 - Authorization be hereby given to submit an application

* c - 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.
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.
B27 - Authorization is hereby given to accept funds in the amount of $8,491.00 for instructional materials and supplies for Grace Child Development Center for the period July 1, 1999 through June 30, 2000.

B28 - Authorization is hereby given to contract with Adrian Griffin to provide special services to all CCSF INVEST computer labs for the period of July 1, 1999 through June 30, 2000 in the amount not to exceed $20,250.

B29 - Authorization is hereby given for a contract with Peggy Doherty to assist the CCSF Transitional Studies Department in planning to redesign the CCSF Transitional Studies Department High School program for the time period of October 1, 1999 through May 31, 2000, in the amount not to exceed $10,000.

B30 - Authorization is hereby given for approval to contract with Every Child Can Learn Foundation to assist the CCSF Transitional Studies Department in planning to redesign the CCSF Transitional Studies Department High School program for the time period of October 1, 1999 through May 31, 2000, in the amount not to exceed $10,500.

B31 - Authorization is hereby given to enter into an agreement with LIFETIME to employ CalWORKs students for the period of September 4, 1999 through June 30, 2000 in the amount not to exceed $4,500.

B32 - Authorization is hereby given to appropriate all funds allocated by the San Francisco Board of Supervisors to the City College Student Health Services to augment the HIV/STD Counseling and Testing training program with a service component for the amount of $35,000.

B33 - Authorization is hereby given to (1) submit an application for a grant and (2) appropriate funds upon approval by Campus Compact for funding of Service Learning with interested CCSF instructional departments for the period of September 1, 1999 to June 30, 2000 in the amount not to exceed $3,500.

Equipment, Supplies & Services (Pages 51-57)

C1 - Procurement of equipment, supplies, services,

* 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.
etc., less than $3,000

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

C3 - Acceptance of Gifts

Human Resources (Pages 58-78)

G1-11 - Academic Employees, Credit Program, District Funded

H1-2 - Academic Employees, Credit Program, 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 - Academic Employees Community Services Classes

Special (Pages 79-110)

S1 - Adopting the Initial Proposal of the Board of Trustees for a Successor Collective Bargaining Agreement with the Department Chairperson Council, After Public Comment.

S2 - Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Employees for Fiscal Year 1999-2000.

S3 - Recommendation of Expulsion of Student.

S4 - Recommendation of Expulsion of Student.

S5 - Establish Community Service governing fees for the Institute for International Students commencing with the Summer 2000 program.

S6 - Commitment to the advancements of the SouthEast Communities.

S7 - Adopting Findings Concerning The Costs Of Doing Business In San Francisco; Adopting A Minority/Woman/Local Business Enterprise

* c - 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.
Program Concerning Construction And Construction-Related Services.

S8 - Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Benefits Analyst (1210)

S9 - Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Architect (5268).

S10 - Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Municipal Stadium Groundskeeper (3419)

S11 - That the District Board of Trustees ratify the cooperative agreements that have been signed by the Board President and the Chancellor with Peking University, Beijing Union University, Shanghai University and Da Tung International/Beiqing College.

Real Estate (Pages 111-112)

W1 - Authorization to lease property from Koochworks Productions, Inc. and authorization to enter into a Memorandum of Understanding with Freeman Beauty Holdings dba Pure Beauty

Information only (Pages 113)

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 28, 1999
Downtown Campus
800 Mission Street
San Francisco, Ca.

* - It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of Software Purchase and Multi-Year Maintenance Contract (Resolution No: 990923-B1)

BACKGROUND INFORMATION:

City College of San Francisco entered into a contract with SCT Corporation to purchase their Banner administrative software for Finance and Human Resources in June 1993. By July 1994, the College was in production with the Finance module. Subsequently, the Financial Aid and Student modules were purchased. In November 1997, the Student module was ready for registration of students for Spring 98. In Fall 1998, the Financial Aid module came on-line. Finally, this July 1999, the last piece of Banner Payroll was fully implemented. Now all of the College’s major administrative systems are on Banner.

With the widespread use of the Internet, a number of colleges have been providing access, where appropriate, to their student information system via the Worldwide Web. SCT has a product that will allow City College this same capability. When implemented, students would be able to register, and view their academic records via the Web; instructors would be able to submit grades and employees would be able to view employee records via the Web.

When Banner was first purchased in 1993, the College had a year-to-year contract with SCT to cover the maintenance and support of the software. At the current cost of $283,794 per year with a 10% annual increase, over the next seven years the college would be paying $3,245,421. Dr. Denton Crews has negotiated a package with SCT which would allow the College to realize substantial cost savings on annual maintenance costs and in addition purchase the Banner Web Product with the cost savings. SCT has proposed to the College an offer to roll back the annual maintenance fees to $274,000, waive the...
annual 10% increase over the next five years and limit the annual increase to 4% in years 6 and 7, if the College purchases SCT’s Banner Web Product (Student, Faculty, Employee, and Executive). SCT has agreed not to charge for maintenance for the Web products (normally 15% of the license cost or $48,750 per year). The maintenance cost for the Web products will be included under the current continuing SCT maintenance agreement. The new seven-year maintenance cost would be $1,975,540, resulting in savings of $1,269,881. The cost to the College for the Banner Web products would be $325,000, with payments spread over three fiscal years.

Maintenance costs for the SCT Banner software are covered in the ITS operational budget with unrestricted general funds. The cost for the SCT Banner Web Software, due this fiscal year, will be charged to the General Funds- Unrestricted, and the amount is contained in the ITS 1999-2000 operational budget.

RECOMMENDATION:

RESOLVED: That authorization to hereby given to enter into an agreement with SCT Corporation for the licensing of the Banner Web software, for Student, Faculty, Employee and Executive, at a cost not to exceed $320,000 with payments spread over the fiscal years 1999-2000 ($100,000), 2000-2001 ($100,000), 2001-2002 ($120,000). This contract also includes a five-year software maintenance support for $274,000 annually with no additional annual increase. Subject to Board approval, an extension of the maintenance agreement beyond year 5 for up to additional three years, would cap the annual rate of increase so it would not exceed at 4%, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Operations, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

09/30/99 – B1 page 2
DATE: September 30, 1999  

TO: Board of Trustees  

FROM: Philip R. Day, Jr., Chancellor  

SUBJECT: GENERAL FUNDS  
Authorization to accept and appropriate all funds receivable  
(Resolution No. 990930-B2)  

BACKGROUND INFORMATION:  

The City and County of San Francisco gives a portion of the TCI Cablevision franchise fee to support operations of Educational Access Television, Cable Channel 52, currently operated by City College of San Francisco. These funds are given by the City College of San Francisco to the Educational Access Television, Cable Channel 52 account of the Foundation of City College of San Francisco. The funds are restricted to pay any operating expenses of Educational Access Television, Cable Channel 52.  

The Foundation of City College of San Francisco will donate a total of $54,723.00 to pay operating expenses for Educational Access Television, Cable Channel 52.  

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 $54,723.00 to the Foundation of City College of San Francisco for the purpose of operating Educational Access Television Cable Channel 52 to assist students and provide educational programming for the City of San Francisco, and
RECOMMENDATION:

RESOLVED: That authorization be hereby 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 Television, Cable Channel 52 funded by television access funds from the City of San Francisco, $54,723.00, and

THEREFORE BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee 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.

Bruce Smith, Originator

09/30/99 - B2 page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Phillip R. Day, Jr., Chancellor

Subject: General Fund

Adoption of Final 1999-2000 Budget
(Resolution No. 990930-B3)

BACKGROUND AND INFORMATION:

On June 24, 1999 Resolution No. 990624-B4 was approved adopting: 1) the Tentative Budget for 1999-2000 (Cost-to-Continue Budget); 2) a recommendation for the Final Budget for 1999-2000 (Cost-to-Continue Plus Budget) totaling $132,942,190 to be adjusted based upon completion of the state budget.

Upon completion of the state budget, adjustments to the District’s revenue and expenditure budgets have been reviewed in comparison to the proposed Cost-to-Continue Plus Budget, as recommended by the Chancellor and the Planning/Budgeting Council, and submitted to the Board of Trustees at the September 24, 1998 meeting. The final budget is projected at $132,942,190 and would include the additional priorities recommended by the Chancellor and the Planning/Budgeting Council.

The recommended Final 1999-2000 Budget, as proposed by the Chancellor and submitted to the Board of Trustees for approval, is as follows.

RESOLVED: That 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 Cost-to-Continue Plus Budget for 1999-2000, hereinafter termed the Final Budget of the San Francisco Community College District, as detailed on Community College District forms and summarized by fund, purpose, and amount as follows:

09/30/99 – B3 page 1
General Fund - Unrestricted Total
  Estimated Revenues 130,358,133
  Add Beginning Balance  2,883,000
  Total Estimated Revenue 133,241,133

General Fund-Unrestricted Expenditure
  Appropriations
    Estimated Expenditures 134,242,190
    Less: Anticipated Savings  1,300,000
    Total Estimated Expenditures 132,942,190

  Projected 6/30/00 unrestricted ending balance  298,943

  Current Board Designated Reserve  3,750,000

  Planned Board Designated Reserve 6/30/00  3,750,000

Restricted Funds:(Revenue and Expenditures)
  State  7,331,927
  Local,Fee + Service Based  4,406,543
  Child Development  671,044
  Capital Outlay  0
  Total Restricted 12,409,514

AND FURTHER BE IT RESOLVED: That Sections 2-7 of Part 1: Adoption of the Budget; Section 1 of Part: General Fund Restricted; and Section 1 Part 3: Child Development Fund as stated in the Annual Budget, 1999-2000, Tentative Version dated June 24, 1999 are hereby incorporated within this resolution as if specified in detail, and

AND FURTHER BE IT RESOLVED: That if additional revenue and or resources become available exceeding the Cost-to-Continue Plus projection then the current Board Designated Reserve may be increased by up to $750,000.

Originator – James Kendrix

09/30/99 – B3 page 2
Date: September 30, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUNDS/ ALL FUNDS
Amending Signators for District Bank Accounts
(Resolution No. 990930- B4)

BACKGROUND INFORMATION:

By Resolution No. 920625-B16 the Board of Trustees on June 25, 1992 authorized contracting with Wells Fargo Bank for banking services covering a four year period beginning August 1, 1992.

Subsequently, by Resolution No. 930722-B1, 940524-B23 and 940623-B15 any of the two following persons were authorized to sign checks, drafts, and other orders on various accounts with Wells Fargo Bank:

Peter Goldstein, Vice Chancellor of Finance and Administration
James Kendrix, Chief Financial Officer
Stephen J. Herman, Director, Administrative Services
Silvino Timbol, Head Accountant
Amy Sandro-Recio, Senior Accountant

Since June of 1994 the District’s bank accounts have been reduced from a total of 18 accounts in to five operating accounts 1) Commercial Revolving Fund; 2) Payroll; 3) Tuition; 4) Financial Aid; 5) Bookstore

The District’s banking applications have been significantly enhanced through the use of technology to the point that the number of signators needed for District banking services has changed.

RECOMMENDATION:

RESOLVED: Authorization be hereby given to approve any two (2) of the following persons to sign on behalf of the District checks, or other banking documents to transfer funds within and between District accounts held at Wells Fargo Bank;

09/30/99 – B4 page 1
Peter Goldstein, Vice Chancellor of Finance and Administration
James Kendrix, Chief financial Officer
Stephen J. Herman, Director, Administrative Services

FURTHER BE IT RESOLVED: That the positions of Controller and Head Account will have the responsibility of day-to-day liaison for activities involving the District’s Wells Fargo Bank Accounts, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Operations, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

James Kendrix, Originator

09/30/99 – B4 page 2
Background Information:

The District is seeking approval to contract with Interpreters who will be working for Disabled Students Services. Total expenditures for services will not exceed $175,000 for any fiscal year and funding will come from the DSP&S Restricted Budget #123204-7320-5190-6420.

DSP&S will be hiring Interpreters on an “as needed” basis, as it is not possible to predict with accuracy the number of Interpreters or interpreting hours needed each semester for students who are deaf. Student interpreting needs change continuously due to add/drop and open enrollment.

The District needs to have a large pool of qualified Interpreters who can work at short notice. There is a shortage of Interpreters in the state and Interpreters usually have contracts at other institutions and, therefore, are not always available for us when needed. It is important that a flexible method of hiring Interpreters be in place so that the needs of students who are deaf can be met in a timely manner and the District can be in ADA compliance.

Hourly rates per individual are based on length of experience, skills and comparable rates of pay at other Bay Area Community Colleges.

Recommendaion:

Resolved: That authorization be hereby given to contract with Interpreters to provide services for students with disabilities during any given academic year, total cost not to exceed $175,000 for any given academic year, and
FURTHER BE IT RESOLVED, That the funding for these services shall come from DSP&S Restricted Budget #123204-7320-5190-6420, and

AND FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Stephen J. Herman, Originator

09/30/99 – B4a page 2
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services to Levy Design
(Resolution No. 990930 – B5)

BACKGROUND INFORMATION:

Project: Cloud Hall Window Replacement

The District received qualified proposals to the advertised request for qualifications including MBE, WBE and LBE firms for architectural services for Capital Outlay Improvement projects. The District wishes to contract with Levy Design, a certified Women Owned Business and Local Business Enterprise (Caucasian), to provide architectural services, for the Project: Cloud Hall Window Replacement located at the Phelan Campus. The scope of work will include: designing and specifying window replacement, securing Division of the State Architect (formal Office of Regulation Services) review and approval, preparing construction documents for bidding, administrating the bid process, and performing Construction Administration during construction.

This project is funded by the 1997 State Deferred Maintenance program with a 50% District match (General Obligation Bond Fund), to be charged to Appropriation 420609-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Levy Design, a certified Women Owned Business and Local Business Enterprise (Caucasian), for special services and advice to provide the District with complete architectural and construction administration services, for the Project: Cloud Hall Window Replacement at a cost of $25,000 to be completed on or before December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

09/30/99 – B5 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services to Gelfand RNP
(Resolution No. 990930 – B6)

BACKGROUND INFORMATION:
Project: Districtwide Emergency Eye Wash & Shower Drainage Plumbing Installation

The District received qualified proposals to the advertised request for qualifications including MBE, WBE and LBE firms for architectural services for Capital Outlay Improvement projects. The District wishes to contract with Gelfand RNP, a certified Woman Owned Business Enterprise, to provide architectural services, for the Project: District wide Emergency Eye Wash & Shower Drainage Plumbing Installation. The scope of work will include: designing and specifying eyewash drainage system to tie in with the existing building plumbing system, securing Division of the State Architect (formal Office of Regulation Services) review and approval, preparing construction documents for bidding, administrating the bid process, and performing Construction Administration during construction.

This project is funded by 1998 State Deferred Maintenance grant with 50% District Match (General Obligation Bond Fund), to be charged to Appropriation 420648-0130-6201-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be hereby given to contract with Gelfand RNP, a certified Woman Owned Business Enterprise (Caucasian), for special services and advice to provide the District with complete architectural and construction administration services, for the Project: District wide Emergency Eye Wash & Shower Drainage Plumbing Installation at a cost of $30,000 to be completed on or before December 31, 2000

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

09/30/99 – B6 page 1
TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services to Barcelona & Jang
(Resolution No. 990826 – B7)

BACKGROUND INFORMATION:
Project: Downtown Educated Palate Relocation and Renovation

The District received qualified proposals to the advertised request for qualifications including MBE, WBE and LBE firms for architectural services for Capital Outlay Improvement projects. The District wishes to contract with Barcelona & Jang, a certified Woman Owned Business and Local Business Enterprise (Asian), to provide architectural services, for the Project: Downtown Educated Palate Relocation and Renovation located at the Downtown Campus. The scope of work will include: design services for relocating existing Educated Palate dining room, counseling services and campus bookstore, securing Division of the State Architect (formal Office of Regulation Services) review and approval, preparing construction documents for bidding, administrating the bid process responding to questions during bid phase, and performing Construction Administration during construction.

This project is funded by Partnership for Excellence grant, to be charged to Appropriation 412038-0310-6201-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be hereby given to contract with Barcelona & Jang, a certified Woman Owned Business and Local Business Enterprise (Asian), for special services and advice to provide the District with complete architectural and construction administration services, for the Project: Downtown Educated Palate Relocation and Renovation at a cost of $41667 $45,167, to be completed on or before December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
09/30/99 – B7 page 1
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services to Noll & Tam
(Resolution No. 990930 – B8)

BACKGROUND INFORMATION:
Project: Downtown Campus Fire & Life Safety System Upgrade and Replacement

The District received qualified proposals to the advertised request for qualifications including MBE, WBE and LBE firms for architectural services for Capital Outlay Improvement projects. The District wishes to contract with Noll & Tam, a certified Minority Business and Woman Owned Business Enterprise (Asian), to provide architectural services, for the Project: Downtown Campus Fire & Life Safety System Upgrade and Replacement located at the Downtown Campus. The scope of work will include: designing and specifying Fire & Life Safety system replacement, upgrade fire alarm signage and emergency and exit lighting, securing Division of the State Architect (formal Office of Regulation Services) review and approval, preparing construction documents for bidding, administrating the bid process, and performing Construction Administration during construction.

This project is funded by 1998 State Deferred Maintenance grant with 50% District Match (General Obligation Bond Fund), to be charged to Appropriation 420639-0130-6201-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be given to contract with Noll & Tam, a certified Minority Business and Woman Owned Business Enterprise (Asian), for special services and advice to provide the District with complete architectural and construction administration services, for the Project: Downtown Campus Fire & Life Safety System Upgrade and Replacement at a cost of $32,000 - $40,850, to be completed on or before December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

09/30/99 – B8 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services to City and County of San Francisco Bureau of Construction Management (Resolution No. 990930 – B9)

BACKGROUND INFORMATION:

Project: Extended Opportunity Program & Services (EOPS) Facility

The District wishes to contract with City and County of San Francisco Bureau of Construction Management to provide site survey services, for the Project: Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus. The scope of work will include: topographic survey of the future site’s existing condition for the new Extended Opportunity Program & Services administrative and counseling offices facility design study.

This project is funded by State Partnership for Excellence Grant, to be charged to Appropriation 412039-0130-6201-7100-S for Extended Opportunity Program and Appropriation 42016P-8064-6201-7100-REN.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with City and County of San Francisco Bureau of Construction Management, for site survey services to the District, for the Project: Extended Opportunity Program & Services (EOPS) Facility at a cost of $10,000, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

09/30/99 – B9 page 1
Date: September 30, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services Contract to Adrienne Wong Landscape Architect
(Resolution No. 990930 – B10)

BACKGROUND INFORMATION:

Project: Extended Opportunity Program and Services (EOPS) Facility

The District wishes to contract with Adrienne Wong, Landscape Architect, a certified Woman Owned Business Enterprise (Asian), to provide architectural landscaping services, for the Project: Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus. Under this contract, the landscape architect will provide landscaping design and coordination services with civil engineer that are needed for Project Management to perform in-house design of the new facility. The scope of work will include: landscaping designing and specifying for new facility, securing review and approval, preparing construction documents for bidding, administrating the bid process, and performing Construction Administration during construction.

This project is funded by the Partnership for Excellence Grant, to be charged to Appropriation 412039-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Adrienne Wong, Landscape Architect, a certified Woman Owned Business Enterprise (Asian), for special services and advice to provide the District with architectural landscaping services, for the Project: Extended Opportunity Program & Services (EOPS) Facility at a cost of $16,000, to be completed on or before June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
09/30/99 – B10 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Authorization to Award Special Services to City and County of San Francisco Bureau of Engineering
(Resolution No. 990930 – B11)

BACKGROUND INFORMATION:

Project: Extended Opportunity Program & Services (EOPS) Facility

The District wishes to contract with City and County of San Francisco Bureau of Engineering to provide engineering services, for the Project: Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus. Under this contract, the Bureau of Engineering will provide Structural, Electrical, Mechanical, and Civil engineering services that are needed for Project Management to perform in-house design of the new facility.

This project is funded by the Partnership for Excellence Grant, to be charged to Appropriation 412039-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with City and County of San Francisco Bureau of Engineering, for Structural, Electrical, Mechanical and Civil engineering services to the District, for the Project: Extended Opportunity Program & Services (EOPS) Facility at a cost of $25,000, to be completed on or before December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

09/30/99 – B11 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services to Marcy Li Wong Architects
(Resolution No. 990930 – B12)

BACKGROUND INFORMATION:

Project: Stadium Field House Facility

The District received qualified proposals to the advertised request for qualifications including MBE, WBE and LBE firms for architectural services for Capital Outlay Improvement projects. The District wishes to contract with Marcy Li Wong Architects, a certified Minority Business Enterprise and Woman Owned Business Enterprise (Asian) to provide architectural services, for the project: Stadium Field House Facility. The scope of work will include: designing and specifying field house facility, securing Division of the State Architect (formal Office of Regulation Services) review and approval, preparing construction documents for bidding, administrating the bid process, and performing Construction Administration during construction.

This project is funded by the General Obligation Bond Fund, to be charged to Appropriation 42012P-8060-6201-7100-REN and 42012P-8064-6201-7100-REN.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Marcy Li Wong Architects, a certified Minority Business Enterprise and Woman Owned Business Enterprise (Asian) for special services and advice to provide the District with complete architectural and construction administration services, for the project: Stadium Field House Facility at cost not to exceed of $42,300, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

09/30/99 – B12 page 1
To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services Contract to Inspection Consultants, Inc.,
(Resolution No. 990930 – B13)

BACKGROUND INFORMATION:

Project: Central Shops and Warehouse Facility

The District received qualified proposals to the advertised request for qualifications including MBE, WBE and LBE firms for as needed materials testing and specials inspections services for construction projects. The District wishes to contract with Inspection Consultants, Inc., a certified Minority Business and Local Business Enterprise (Latin) for the Central Shops and Warehouse Facility project. Materials testing and construction inspection are services required by the Office of Regulation Services, Division of the State Architect. These services include such things as materials testing for compliance with bid documents, concrete sampling and testing, inspecting soil back-fill and compaction, and other special inspections as directed by the Project Inspector of Record.

This project is 100% funded by State Capital Outlay, to be charged to Appropriation 412051- 0130- 6202 –7100 - S.

RECOMMENDATION:

RESOLVED: That authorization be given to Contract with Inspection Consultants, Inc., a certified Minority Business and Local Business Enterprise (Latin), to provide for materials testing and special inspection services for the Project: Central Shops and Warehouse Facility, at a cost not to exceed $38,539. This contract will be completed prior to December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
09/30/99 – B13 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990930-B14)

BACKGROUND INFORMATION:

Project: South Gymnasium Telescopic Folding Bleacher Replacement

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms, and the District wishes to contract with The Folding Bleacher Company, the lowest responsible bidder, for the project: South Gymnasium Telescopic Folding Bleacher Replacement. This project consists of bleacher seating replacement located at South Gymnasium Basketball court.

The project is funded by General Obligation Bond fund, to be charged to Appropriation 42006C-8063-6202-7100-REN.

RECOMMENDATION:

RESOLVED: That authorization be given to contract The Folding Bleacher Company, the lowest responsible bidder, at a cost of $79,544, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

09/30/99 – B14 page 1
DATE: September 30, 1999  

TO: Board of Trustees  

FROM: Dr. Philip R. Day, Jr., Chancellor  

Subject: CAPITAL OUTLAY  
Authorization to Award Special Services Contract to Global Project Management  
(Resolution No. 990930 – B15)  

BACKGROUND INFORMATION:  

Project: Central Shops & Warehouse Facility  

The District wishes to contract with Global Project Management, a Woman Owned Business Enterprise (Caucasian), to provide construction management services on an as needed basis, for the Project: Central Shops & Warehouse Facility located at the Phelan Campus and Carroll Avenue. This service is necessary to assist District’s project manager with project cost control and construction schedule monitoring during the course of construction. The scope of work will include reviewing and recommending to the District’s project manager on contractor’s initial and monthly schedule updates, contractor’s change order cost proposals and other services directed by District’s project manager.  

This project is 100% funded by State Capital Outlay Fund, and to be charged to Appropriation 412051-0130-65201-7100-S.  

RECOMMENDATION:  

RESOLVED: That authorization be given to contract with Global Project Management, a Woman Owned Business Enterprise (Caucasian), for special services and advice to provide the District with construction management services, for the Project: Central Shops & Warehouse Facility at a cost of $5,000, to be completed on or before December 31, 2000, and  

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.  

Peter Goldstein, Originator  

09/30/99 – B15 page 1
TO: Board of Trustees  
FROM: Dr. Philip R. Day, Jr., Chancellor  
Subject: CAPITAL OUTLAY  
Authorization to Award Special Services to Hamilton Aitken  
(Resolution No. 990930 – B16)

BACKGROUND INFORMATION:  
Project: Bookstore Renovation

The District received qualified proposals to the advertised request for qualifications  
including MBE, WBE and LBE firms for architectural services for Capital Outlay Improvement  
projects. The District wishes to contract with Hamilton & Aitken, a certified Woman Owned Business  
Enterprise (Caucasian), to provide architectural services, for the Project: Bookstore Renovation. The  
scope of work will include: designing and specifying, securing Division of the State Architect (formal  
Office of Regulation Services) review and approval, preparing construction documents for bidding,  
administrating the bid process, and performing Construction Administration during construction.

This project is funded by the _________________ Fund, to be charged to Appropriation  
______________.

RECOMMENDATION:  
RESOLVED: That authorization be given to contract with Hamilton Aitken, a  
certified Women Owned (Caucasian), for special services and advice to provide the  
District with complete architectural and construction administration services, for the  
Project: Bookstore Renovation at a cost of $_____________, to be completed on or  
before December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and  
Administration and/or their designee are hereby authorized to execute any and all  
documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

09/30/99 – B16 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY

Authorization for eleven (11) Twelve (12) Contract Modification(s) totaling $55,572.53 $73,293.13 for Special Services Contract(s) and Construction Contract(s); two (2) Contract Amendment(s) (Resolution No. 990930-B17)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/ CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
</table>
| A 990826-B12                | Change Kleinman Group to Rycap Construction (General Contractor) | $13,000.00 | $0.00 | $0.00 | $13,000.00 | Amendment to Resolution 990826-B12
| B 990826-B17                | Change Txtlcare Systems To Grisworld Electric & Machinery | $37,500.00 | $0.00 | $0.00 | $37,500.00 | Amendment to Resolution 990826-B17
<p>| C 990826-B19                | Adolph Schmidt General Construction, Inc., (General Contractor) | $15,850.00 | $0.00 | CM #1 - $1,580.00 | $17,430.00 | Additional electrical outlets. |
| D 990826-B17                | Griswold Electric &amp; Machinery (General Contractor) | $37,500.00 | $0.00 | CM #1 - $3,500.00 | $41,000.00 | Additional cost for upgrading dryers from gas to electric. |
| E 990826-B8                | Best Roofing &amp; Waterproofing, Inc., (General Contractor) | $68,000.00 | $0.00 | CM #1 - $4,200.00 | $72,200.00 | Additional roof gutter replacement. |</p>
<table>
<thead>
<tr>
<th>Resolution</th>
<th>Original Contractor</th>
<th>Original Contract Amount</th>
<th>Previous Contract Modification(s) Amount</th>
<th>Requested Contract Modification Amount</th>
<th>New Contract Amount</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>F 990826-B7</td>
<td>Adolph Schmidt General Construction, Inc., (General Contractor)</td>
<td>$24,734.00</td>
<td>$0.00</td>
<td>CM #1 - $1,400.00</td>
<td>$26,134.00</td>
<td>Modification of existing interior office wall for ventilation.</td>
</tr>
<tr>
<td>G 981119-B5</td>
<td>Chow Engineering, Inc., (Project Engineer)</td>
<td>$23,000.00</td>
<td>$4,368.75</td>
<td>CM #5 - $2,570.00</td>
<td>$29,938.75</td>
<td>Additional design services for ORS review and approval on the anchor bolts and power usage monitoring</td>
</tr>
<tr>
<td>H 990225-B5</td>
<td>YAMAS Control, Inc., (Mechanical Contractor)</td>
<td>$50,100.00</td>
<td>$29,364.47</td>
<td>CM #5 - $2,335.53</td>
<td>$81,800.00</td>
<td>Additional work for temperature devices wiring, air duct and louver cleaning</td>
</tr>
<tr>
<td>I 990429-B11</td>
<td>Best Roofing &amp; Waterproofing, Inc., (General Contractor)</td>
<td>$110,251.00</td>
<td>$11,680.00</td>
<td>CM #2 - $5,591.00</td>
<td>$127,522.00</td>
<td>$271 for drain domes replacement, $1,020 for gravel stop fascias painting, $1,250 for roof drain clamps replacement, $1,850 for window waterproofing seal painting, $500 for wood nailer replacement, $300 for lead separator between galvanize and copper metals.</td>
</tr>
<tr>
<td>J 990429-B12</td>
<td>California Roofing Co., Inc., (General Contractor)</td>
<td>$165,902.00</td>
<td>$7,647.03</td>
<td>CM #2- $7,802.00</td>
<td>$181,351.03</td>
<td>$840 for penthouse louver painting, $6,962 for five skylight replacement</td>
</tr>
<tr>
<td>K 990128-B5</td>
<td>Geo Resource (Soil Engineering)</td>
<td>$10,000.00</td>
<td>$10,000.00</td>
<td>CM #2 - $15,000.00</td>
<td>$35,000.00</td>
<td>Additional construction administration services</td>
</tr>
<tr>
<td>L 990429-B8</td>
<td>Sonomarin, Inc., (General Contractor)</td>
<td>$167,021.00</td>
<td>$5,713.00</td>
<td>CM #2 - $9,094.00</td>
<td>$181,828.00</td>
<td>$3,110 for seismic bracing of tanks, $2,017 for POU units steel stands installation, $1,722 for PVC piping removal and replacement with steel piping</td>
</tr>
<tr>
<td>M 961024-B09</td>
<td>B/A Burlage and Associates, (Project Architect)</td>
<td>$260,000.00</td>
<td>$131,550.00</td>
<td>CM #5 - $2,500.00</td>
<td>$391,550.00</td>
<td>Additional architectural &amp; engineering services for user's change request; unforeseen job site conditions</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/ CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION(s) AMOUNT</td>
<td>REQUESTED CONTRACT MODIFICATION AMOUNT</td>
<td>NEW CONTRACT AMOUNT</td>
<td>COMMENTS</td>
</tr>
<tr>
<td>---------------------------</td>
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<td>------------------------------------------</td>
<td>----------------------------------------</td>
<td>---------------------</td>
<td>----------</td>
</tr>
<tr>
<td>N 980430-B28</td>
<td>A.R. Construction (General Contractor)</td>
<td>$4,706,000.00</td>
<td>$490,325.02</td>
<td>CM #11 - $17,991.60</td>
<td>$5,214,316.62</td>
<td>CO #13 for field changes due to the unforeseen site conditions.</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>$55,572.53</strong></td>
<td><strong>$73,293.13</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to modify six existing Grants totaling $16,860
(Resolution No.990930-B18)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 990729-B29</td>
<td>Special Services Contract with Public and Private Agencies/Companies Continental Appliance</td>
<td>July 1, 1999 - June 30, 2000</td>
<td>$50,000</td>
<td>-$16,400</td>
<td>$33,600</td>
<td>75% of the wages for three students will be paid from the CalWORKs grant during the academic year and the 25% match will be paid by the agency. Originator: Bernice B. Brown</td>
</tr>
<tr>
<td>B 990729-B28</td>
<td>Special Services Contract with Public and Private Agencies/Companies Buckhorn</td>
<td>July 1, 1999 - June 30, 2000</td>
<td>$50,000</td>
<td>-$30,000</td>
<td>$20,000</td>
<td>75% of the wages for three students will be paid from the CalWORKs grant during the academic year and the 25% match will be paid by the agency. Originator: Bernice B. Brown</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL TOTAL AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS; ORIGINATOR</td>
</tr>
<tr>
<td>-----------------------------</td>
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<td>---------------------</td>
</tr>
<tr>
<td>D 990729-B22 990826-B26</td>
<td>Port of San Francisco / David J. Munro</td>
<td>July 1, 1999 – June 30, 2000</td>
<td>$13,200</td>
<td>+$500</td>
<td>$13,700</td>
<td>Additional funds received from grantor. Originator: Robert Manlove</td>
</tr>
<tr>
<td>F 971120-B8</td>
<td>Bio-Link, City College of San Francisco</td>
<td>August 1, 1998-July 31,2003</td>
<td>$4,983,072</td>
<td>Allow budget carry over for national Center and subcontracted regions, as per NSF guidelines set down in Grant Proposal Guide 99-2.</td>
<td>The total amount of the grant has not changed.</td>
<td>Allow flexibility provided by budget carryovers, as long as reasonable progress for the project can be demonstrated, and carryovers are not allowed to build overtime. Monitoring is built into the system, which requires that grantees provide written rationales for carryovers in excess of 20%. Originators: Elaine Johnson</td>
</tr>
</tbody>
</table>

**Recommendation:**

Resolved: That the Board authorizes the specified amendments to the resolutions as indicated in table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Approval to submit an application and appropriate funds received
(Resolution No. 990930-B19)

BACKGROUND INFORMATION:

The California Community College Foundation has received funding to provide training
to foster parents, group home staff, social workers and youth in foster care between the ages of 16
and 19 through an interagency agreement with the State Department of Social Services and the San
Francisco Department of Human Services. The purpose of this Independent Living Skills training
money is to better prepare adolescents for emancipation, to provide five training modules for foster
youth in facilitating their exit from dependency, and to the extent possible, include social worker
training as part of the team approach in supporting youth on their caseload who are in the process of
working toward emancipation. City College of San Francisco seeks approval to submit an application
for such funds, and appropriate funds receivable to conduct an Independent Living Training Program
for the period July 1, 1999 through June 30, 2000.

City College of San Francisco is requesting $31,650 for this purpose. No general fund monies from
the District are required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application for funds and
appropriate all funds receivable upon approval by the Community College Foundation,
under the San Francisco Department of Human Services Independent Living Skills
Program, for the fiscal year 1999-2000, at a cost not to exceed $31,650, and
FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

09/30/99 – B19 page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Authorization to submit an application and appropriate funds received
(Resolution No. 990930-B20)

BACKGROUND INFORMATION:

For 1998-99 the San Francisco Community College District contracted with the Department of Education, State of California, for a special Food Service Program for children conducted by the City College of San Francisco Campuses. This agreement provided funds for SFCCD to purchase food for supplemental meals for children enrolled in the State Preschool and Grace Child Development Center Programs. The SFCCD wishes to continue participation in this program for 1999-2000.

No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education, Office of Food and Nutrition Services for the period of October 1, 1999 to September 30, 2000, in the amount not to exceed to $175,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

09/30/99 – B20 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS

Approval of Special Services Contract
(Resolution No. 990923-B21)

BACKGROUND INFORMATION:

Bio-Link at City College is funded by a National Science Foundation Grant to be the Advanced Technological Education Center for Biotechnology. Bio-Link, the National Center, needs the services of a qualified professional to analyze and summarize the results of the Bio-Link survey developed in partnership by the Northern California Biotechnology Center (NCBC) and WestEd to document the successes and characteristics of biotechnology programs, faculty and students nationwide. To provide this professional assistance, Bio-Link wishes to retain the services of Kristin Hershbell of WestEd. She will review all received responses to the Survey, perform limited data entry in collaboration with Bio-Link staff, analyze the data (statistically and otherwise), review and interpret the results of analysis, and summarize the analysis in report form. Throughout the contract period, Ms. Hershbell will communicate with Bio-Link staff as necessary with respect to data entry, and report formatting.

There is no additional space or in-kind match required. The Bio-Link grant will provide the funding for Ms. Hershbell’s services.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Kristin Hershbell to analyze and summarize the result of the Survey for the CCSF Bio-Link in the amount not to exceed $5,077.00 and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Elaine Johnson, Originator

09/30/99 – B21 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT
Special Services Contract
(Resolution No. 990930-B22)

BACKGROUND INFORMATION:

The City College Adolescent Pregnancy Prevention Program provided comprehensive pregnancy prevention presentations to 3,800 SFUSD middle and high school student during the program year September 16, 1998 through September 15, 1999. At the present time, the C-CAPP peer health educators and the health education supervisors are enrolled in CCSF credit courses and will continue the matriculation process for future AA Degrees. The C-CAPP is requesting authorization to contract with the six individuals listed below to continue providing special services for the Adolescent Pregnancy Prevention grant.

1. Robert Baillie. The current project director has developed, implemented, coordinated, supervised, and administered the C-CAPP for the second program year. For the third program year, Mr. Baillie will develop and implement pregnancy prevention services for participants in the CCSF Independent Living Program. Mr. Baillie will also continue to provide pregnancy prevention advice and referral services for at-risk SFUSD students. Not to exceed $87,120.

2. Christina Serrano. The current health education supervisor will continue to recruit, train, and supervise CCSF students as peer health educators providing pregnancy prevention health education services for SFUSD middle and high school student. Not to exceed $39,930.

3. Antoinette Oritz. An additional health education supervisor who will continue to provide pregnancy prevention presentations, risk assessment, and referral services to SFUSD middle and high school students. Not to exceed $18,150.

09/30/99 - B22 page 1
4. Alia Rovai. A current peer health educator will continue to provide pregnancy prevention presentations and health education services to SFUSD middle and high school students. Not to exceed $13,500.

5. Elizabeth Saunders. A current peer health educator will continue to provide pregnancy prevention presentations and health education services to SFUSD middle and high school students. Not to exceed $13,500.

6. Amallia Smith. A current peer health educator will continue to provide pregnancy prevention presentations and health education services to SFUSD middle and high school students. Not to exceed $13,500.

On July 29, 1999 the San Francisco Community College District adopted Resolution No. 990729-B21 to (1) submit a continuation application and (2) accept all funds receivable upon approval of the U.S. Department of Health and Human Services, Office of Population Affairs to continue the C-CAPP through the CCSF Child Development and Family Services Department and the C-CAPP will coordinate with the CCSF Independent Living Programs, for the period of September 16, 1999 through September 15, 2000, in the amount not to exceed $270,000.

RECOMMENDATION:

RESOLVED: Authorization be hereby given to enter into a contract with 1) Robert Baillie, total not to exceed $87,120; 2) Christina Serrano, total not to exceed $39,930; 3) Antoinette Ortiz, total not to exceed $18,150; 4) Alia Rovai, total not to exceed $13,500; 5) Elizabeth Saunders, total not to exceed $13,500; 6) Amallia Smith, total not to exceed $13,500. These six individuals will provide pregnancy prevention education and support services to the City College Adolescent Pregnancy Prevention Program (C-CAPP), funded by the U.S. Department of Health and Human Services Office of Population Affairs, beginning September 16, 1999, total not to exceed $185,700, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

09/30/99 - B22 page 2
DATE: September 30, 1999 B23

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT
Special Services Contract
(Resolution No. 990930-B23)

BACKGROUND INFORMATION:

The U.S. Department of Health and Human Services, Office of Population Affairs has awarded a continuation grant to City College of San Francisco, John Adams Campus, through the Child Development and Family Services Department in the amount of $270,000 for contractual services, purchase of materials, supplies, equipment, office space, for the third year of operation of the City College Adolescent Pregnancy Prevention Program. The C-CAPP is a teen pregnancy prevention program that recruits and trains teen parents as peer health educators providing education, pregnancy prevention presentations, risk assessment, and referral services to students attending SFUSD middle and high schools. Currently, both health education supervisors and peer health educators are enrolled in CCSF credit courses with the goal of obtaining their AA Degrees.

The C-CAPP will coordinate pregnancy prevention services with the CCSF Independent Living Skills Programs’ staff and foster children.

The following are partners in the project: San Francisco Unified School District, Youth Guidance Center, and San Francisco Department of Human Services.

Federal Income

Office Of Population Affairs $ 270,000
**Expenditures:**

<table>
<thead>
<tr>
<th>Position</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Director Consultant Management/Coordinator</td>
<td>$87,120</td>
</tr>
<tr>
<td>2 Health Education Supervisors</td>
<td>$63,000</td>
</tr>
<tr>
<td>4 Peer Health Educators</td>
<td>$63,480</td>
</tr>
<tr>
<td>CAMI Consulting</td>
<td>$13,500</td>
</tr>
<tr>
<td>Department Program Coordinator</td>
<td>$5,000</td>
</tr>
<tr>
<td><strong>TOTAL Contractual Services:</strong></td>
<td><strong>$232,100</strong></td>
</tr>
<tr>
<td>Operating Expenses and Equipment</td>
<td>$17,900</td>
</tr>
<tr>
<td>Indirect Cost</td>
<td>$20,000</td>
</tr>
<tr>
<td><strong>Total not to Exceed:</strong></td>
<td><strong>$270,000</strong></td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That authorization be hereby given to appropriate the City College Adolescent Pregnancy Prevention Program grant of $270,000 from the U.S Department of Health and Human Services Office of Population Affairs to the City College of San Francisco, through the Child Development and Family Services Department for contractual services, purchase of materials, supplies, equipment, telephone services, office space, etc. The C-CAPP will coordinate with the CCSF Independent Living Skills Program, for the period of September 16, 1999 through September 15, 2000, in the amount not to exceed $270,000. The C-CAPP funding for the fiscal year 1999-2000 ends September 15, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

09/30/99 - B23 page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day Jr. Chancellor

Subject: GRANTS
Approval of special services contract with Anthony Wong
(Resolution No. 990930-B24)

BACKGROUND INFORMATION:

The Hiring Hall Project of City College of San Francisco is a partnership between C.C.S.F. & Local 2 Union of Hotel and Restaurant Employees and the SF. Multi-Employer Group. It was established to train hotel employees through short-term, on-site training courses at hotels. The project would like to contract Anthony Wong as Program Developer at Local 2. Mr. Wong will coordinate all non-training activities at the hiring hall.

Mr. Wong will also assist the project coordinator and project liaison in training, will help carry out recommendations and will conduct program evaluations.

This contract will begin on September 15, 1999, and continue through March 31, 2000. The total budget (wages only) is not to exceed $22,000.

Funding is 123326-7176-5190-0500-N. This is the Hiring Hall Project, a grant from the Chancellor’s Office, California Community Colleges.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to enter into a contract with Anthony Wong for the period of September 15, 1999 to March 31, 2000 for a total not to exceed $22,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

09/30/99 – B24 page 1
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT
Approval of Training Contract with the Office of District Attorney (Resolution No. 990923-B25)

BACKGROUND INFORMATION:
The Office of Contract Education hosted an Industrial Breakfast in March 1999 as a marketing tool to introduce the concepts of customer service to all the Departments of the City and County of San Francisco. Surveys and follow-ups are conducted following the event. The meeting has generated high interest from many City Departments. The Office of Contract Education is in the process of arranging performance-based assessments with various City Departments to identify each Department's unique training needs and provide the needed training for the improvement of overall internal and external customer services.

The Office of District Attorney, Family Support Bureau, has requested the Office of Contract Education to provide a customer service and ergonomics training program to its employees. The program will consist of curriculum design and modification, training workshops, project management, evaluation and instructional materials. The training will be conducted during the period of August 16, 1999 to June 30, 2000. The total award for this contract is $51,000.

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

<table>
<thead>
<tr>
<th>Income</th>
<th>$51,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>City and County of San Francisco, Office of District Attorney</td>
<td></td>
</tr>
</tbody>
</table>

**Expenditures:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>36,000</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>3,600</td>
</tr>
<tr>
<td>Consultant</td>
<td>3,000</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>8,400</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$51,000</strong></td>
</tr>
</tbody>
</table>

No district match is required.
RECOMMENDATION:

RESOLVED: That authorization be given to enter into a contract with the City and County of San Francisco, Office of District Attorney, to provide a customer service and ergonomics training program during the period of August 16, 1999 to June 30, 2000 for a total not to exceed $51,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

09/23/99 – B25  page 2
DATE: September 30, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval to submit a request for funds from San Francisco Department of Human Services (DHS) to provide matching dollars for work study for CalWORKs eligible CCSF students.
(Resolution No. 990930-B26)

BACKGROUND INFORMATION:

California state funding for work-study for CalWORKs (California Work Opportunity and Responsibility to Kids) eligible students requires a 25% match for all wages paid to students from the state grant. The matching dollars can come from any source other than CalWORKs or TANF (Temporary Aid to Needy Families) funds. The San Francisco Department of Human Services (DHS) has agreed to provide a grant to CCSF to provide matching dollars for CalWORKs work-study participants. Additionally, CCSF will enter into a contract with DHS to employ CalWORKs students in an off campus work-study program. These CalWORKs participants will be employed with DHS as Public Service Trainees. By enrolling CalWORKs students in the work-study program and utilizing the matching dollars, DHS is able to increase the number of CalWORKs students they can employ.

This increase in the number of CalWORKs students who are served through college work-study and the fact that DHS dollars reach more needy students is seen as a benefit to the CalWORKs program overall. Further, the CalWORKs students who participate in either on-campus or off-campus work study programs will not have their welfare cash aid reduced by the work study funds they earn.
Therefore, DHS is requested to provide a grant of $68,000 for the CCSF CalWORKs work-study program. The funds will be used to provide the required 25% match for CalWORKs work-study student wages and for lab aide wages for PAES (General Assistance recipient) students who are ineligible for CalWORKs.

No general fund money is required to implement this program.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit a request to the San Francisco Department of Human Services for a grant of $68,000 to match CalWORKs work study student wages and for Lab Aide support for PAES students for the period of July 1, 1999 through June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator

09/30/99 – B26 page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to accept one-time only grant for purchase of instructional materials and supplies

BACKGROUND INFORMATION:

The California Department of Education, Child Development Division, has notified the Child Development and Family Studies Department that it is eligible to receive a one-time only grant of $8,491.00 on behalf of Grace Child Development Center for purchase of instructional materials and supplies. This is a one-time-only grant available through the 1999 Budget Act from Child Care Development General Fund encumbered but unexpended monies (carryover). It is in effect from July 1, 1999 through June 30, 2000. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to accept funds in the amount of $8,491.00 for instructional materials and supplies for Grace Child Development Center for the period July 1, 1999 through June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

09/30/99 – B27 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to contract with Adrian Marie Griffin
(Resolution No. 990930-B28)

BACKGROUND INFORMATION:

CalWORKs Office of Education and Training has established computer instructional labs at all of the CCSF campuses for the purpose of providing instructional support to CalWORKs students preparing to enter the workforce. The special “INVEST Destinations 2” software program installed on the computers requires that instructors receive special training and instruction in using the program with students. Faculty and staff at each of the five campuses where the computers and software were installed receive technical support to be able to fully utilize the unique, self-paced and individualized job training and academic skills.

Adrian Griffin formerly served as a trainer for the INVEST company. She is knowledgeable, experienced and able to work well with the diverse faculty, staff and student population at the various campuses where the labs are installed.

In February 1999, the INVEST company went out of business. The contract for some of the support services has expired and additional support services are no longer available through the company. However, CCSF faculty and students are pleased with the Destinations software program and feel it had been quite successful with the target population of welfare-to-work recipients. The faculty and staff who were previously trained in the use of the program have expressed great satisfaction with the training they have received and the ongoing support.

09/30/99 – B28 page 1
that has been made available through the CalWORKs office. Ms. Griffin has conducted staff development training for faculty and classified staff at the Mission, Southeast, John Adams, Chinatown-North Beach and Evans campuses. The Alemany and Phelan campus labs have not been in operation during the past year. Installation of the hardware and software programs is now complete at both sites. Faculty and staff must be trained in order to maximize the use of the program.

Ms. Griffin will continue to provide on site training, trouble shooting and monitoring for the INVEST program at all of the campuses. She will also conduct additional training for instructors and staff on a scheduled and as needed basis.

This contract will be fully funded by the CalWORKs and TANF Grants. No additional funding or matching money is required for this contract.

**RECOMMENDATION:**

**RESOLVED:** That authorization be hereby given to contract with Adrian Griffin to provide special services to all CCSF INVEST computer labs for the period of July 1, 1999 through June 30, 2000 in the amount not to exceed $20,250, and

**FURTHER BE IT RESOLVED:** That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator

09/30/99 – B28 page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Contract with Peggy Doherty
(Resolution No. 990930-B29)

BACKGROUND INFORMATION:

Peggy Doherty, is a former faculty member and Administrator. Transitional Studies Department is planning to redesign the City College of San Francisco Transitional Studies Department High School program and wishes to contract with Ms. Doherty. The total contract cost is $10,000, paid by Partnership for Excellence. The contract is for the period of October 1, 1999 through May 31, 2000.

The special services provided by Peggy Doherty will include the following: develop curriculum for the program by working with the curriculum committee and CCSF faculty; improve and update assessment system for placement, proficiency, and classroom assessment; review high school diploma requirements of adult high school programs in Bay Area, and develop new high school diploma requirement; revise high school Math and English course outlines to incorporate SCANS competencies, and identify and address basic employability skills components.

RECOMMENDATION:

RESOLVED: That authorization be hereby given for a contract with Peggy Doherty to assist the CCSF Transitional Studies Department in planning to redesign the CCSF Transitional Studies Department High School program for the time period of October 1, 1999 through May 31, 2000, in the amount not to exceed $10,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

09/30/99 – B29 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Contract with Every Child Can Learn Foundation
(Resolution No. 990930-B30)

BACKGROUND INFORMATION:
Every Child Can Learn Foundation, a San Francisco organization provides support for educational projects for both K-12 and postsecondary institutions. Transitional Studies Department is planning to redesign the City College of San Francisco Transitional Studies Department High School program and wishes to contract with Every Child Can Learn Foundation. The total contract cost is not to exceed $10,500, paid by Partnership for Excellence. The contract is for the period of October 1, 1999 through May 31, 2000.

The special services provided by Every Child Can Learn Foundation will include the following:
identify key employability skills and integrate into Transitional Studies high school curriculum; identify key enhancement activities to add to the high school program and develop implementation process; develop plan to implement entry level industry competency requirements into curriculum; develop performance indicators for high school program; identify and help develop other resources to support pilot activities; provide management and coordination in the design phase of the project.

RECOMMENDATION:
RESOLVED: That authorization be and is hereby given for approval to contract with Every Child Can Learn Foundation to assist the CCSF Transitional Studies Department in planning to redesign the CCSF Transitional Studies Department High School program for the time period of October 1, 1999 through May 31, 2000, in the amount not to exceed $10,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

09/30/99 – B30 page 1
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: GRANTS
Authorization Contract with LIFETIME
(Resolution No. 990930- B31)

BACKGROUND INFORMATION:
The CCSF CalWORKs Office of Education and Training is funded to provide work-study employment for CalWORKs recipients who are enrolled as students at the college. The purpose of this funding is to provide work opportunities that will enable CalWORKs students to meet work requirements while pursuing an educational program. The funding is also intended to provide students with work experience that will make them more marketable when they complete their educational programs. Additionally, the funding is intended to provide students with an additional source of income within the requirements of the CalWORKs program. 75% of the student's wages will be paid from the CalWORKs grant with the 25% match provided by the agency.

When possible students are encouraged to obtain employment off campus to demonstrate their ability to function in a more traditional work environment.

RECOMMENDATION:
RESOLVED: That authorization be hereby given to enter into an agreement with LIFETIME to employ CalWORKs students for the period of September 4, 1999 through June 30, 2000 in the amount not to exceed $4,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Originator: Bernice B. Brown

09/30/99 – B31 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Philip R. Day, Jr., Chancellor

Subject: GRANTS
Special Services Contract
(Resolution No. 980827-B32)

BACKGROUND INFORMATION:

In the past academic year, a successful training program was piloted as a collaborative effort between the San Francisco AIDS Office, City College’s Project SAFE and Student Health Services. During the 1998-99 Academic Year some of the Project SAFE students were trained to become HIV/STD risk assessment and testing counselors. At the same time these PEERS in training were successful in providing HIV/STD risk assessments and testing for over 450 students. In recognition of the success of this program, Supervisors Tom Ammiano and Mabel Teng, along with their colleagues on the Board of Supervisors, allocated $35,000 to this program as well as waived the fees for HIV tests for City College students through the San Francisco AIDS Office.

In accepting the $35,000, City College will continue to support the Project SAFE’s training and testing program. This program will provide counseling and testing to nearly 450 students and train 12 students this year to become effective counselors in performing HIV/STD risk assessment and testing. This amount will allow for the augmentation of the current staff and provide supplies for this program.

No general fund monies from the District are required as matching funds.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to appropriate all funds allocated by the San Francisco Board of Supervisors to the City College Student Health Services to augment the HIV/STD Counseling and Testing training program with a service component for the amount of $35,000, and

09/30/99 – B32 page 1
FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Frank Chong, Originator

09/30/99 – B32 page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Philip R. Day, Jr., Chancellor

Subject: GRANT
Authorization to contract with Campus Compact
(Resolution No. 990930-B33)

BACKGROUND INFORMATION:

Interested City College of San Francisco faculty will be asked to incorporate service learning pedagogy into existing courses. Service learning engages students in active learning through service to community and reflection on their experience. Students will provide a minimum of fifteen hours per semester in services of benefit to the Oceanview-Merced-Height-Ingleside Community Action Organization (OMI-CAO).

Income
Campus Compact $ 3500

Expenditure
Faculty Salaries and Benefits $ 2780
Travel 720
Total $ 3500

There is no additional space required. In-kind match will be provided the form of salaries, student workers, travel not to exceed $5,810. City College of San Francisco is the fiscal agent. The OMI-CAO and San Francisco Foundation will be our partners in this project.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to (1) submit an application for a grant and (2) appropriate funds upon approval by Campus Compact for funding of Service Learning with interested CCSF instructional departments for the period of September 1, 1999 to June 30, 2000 in the amount not to exceed $3,500, and
FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Robert Gabriner, Originator

09/30/99 – B33 page 2
DATE: September 30, 1999  C1

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., less than $3,000
(Resolution No. 990930-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $282,980.53 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

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<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Direct Payments</td>
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<td>Purchase Orders</td>
<td>227,194.01</td>
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<td>Travel/Mileage</td>
<td>15,288.24</td>
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<tr>
<td>GRAND TOTAL:</td>
<td>$282,980.53</td>
</tr>
</tbody>
</table>

James Kendrix, Originator

09/30/99 - C1 page 1
Date: September 30, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies, Services, Etc., more than $3,000
(Resolution No. 990930-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A”.

GRAND TOTAL: $1,849,410.73

James Kendrix, Originator

09/30/99 - C2 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Acceptance of Gifts
Resolution No. 990930-C3

BACKGROUND INFORMATION:

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:

WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Vice Chancellor of Academic Affairs, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee5es, are hereby authorized to accept the gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

9/30/99 - C3 Page 1
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>DONOR</th>
<th>BENEFICIARY</th>
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<tr>
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<td>National Trust Office Washington, D.C.</td>
<td>CCSF Student Lawanna Bracy</td>
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<td>2) Cash</td>
<td>Calif.-Hawaii Elks Association Fresno, CA</td>
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<td>3) Cash</td>
<td>S.F. Alliance Of Black School Educators San Francisco, CA</td>
<td>CCSF Student Kamesha Spires</td>
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<td>4) Cash</td>
<td>The Vaccarezza-Murdaca Family Foundatio Lodi, CA</td>
<td>CCSF Student Dion Bornett</td>
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<tr>
<td>5) Cash</td>
<td>Martial Arts Institute Daly City, CA</td>
<td>CCSF Student Ai Lin Morten</td>
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<tr>
<td>6) Cash</td>
<td>Confederated Tribes of Grand Ronde Grand Ronde, Oregon</td>
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<td>7) Cash</td>
<td>Every Child Can Learn Foundation San Francisco, CA</td>
<td>CCSF Students ($500.00 each): Gloria Gonzalez, Derek Han, Michael Lei and Eduardo Martinez</td>
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<tr>
<td>8) Cash</td>
<td>Every Child Can Learn Foundation San Francisco, CA</td>
<td>CCSF Students ($1,000.00 each): Maurice Evans, Maria Jimenez, Sokeng Lim, Svetlana Shvartsburg, Sammy Wong and Yu Zi Ye</td>
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<tr>
<td>DESCRIPTION</td>
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<td>9) Cash</td>
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<td></td>
<td>Bank of America Foundation</td>
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<td></td>
<td>Western Region</td>
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<td></td>
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<td>10) Equipment/Materials</td>
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<td>11) Cash</td>
<td>Mr. &amp; Mrs. Harold Abbott</td>
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<tr>
<td></td>
<td>San Francisco, CA.</td>
<td></td>
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</tr>
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</table>
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Authorization to amend employment Contract(s)
(Resolution No. 990930 - L1)

BACKGROUND INFORMATION:

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.

09/30/99 – L1 page 1
RECOMMENDATION:

RESOLVED: That the Board of Trustee 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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<th>INSURANCE COMPANIES</th>
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<tbody>
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<td>Great American Life</td>
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<td>Met Life</td>
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09/30/99 – L1 page 2
### b) CUSTODIAL ACCOUNTS

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<td>Fidelity</td>
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<tr>
<td>Life of Southwest</td>
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<td>Oppenheimer</td>
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<td>T. Rowe Price</td>
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<tr>
<td>Vanguard</td>
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### c) TERMINATION/CANCELLATIONS

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<th>I. D. NO.</th>
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<td>VALIC</td>
<td>34636</td>
</tr>
<tr>
<td>Vanguard</td>
<td>56784</td>
</tr>
</tbody>
</table>

**FURTHER BE IT RESOLVED:** That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

09/30/99 – L1 page 3
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

Adopting the Initial Proposal of the Board of Trustees for a Successor Collective Bargaining Agreement with the Department Chairperson Council, After Public Comment
(Resolution No: 990930-S1)

BACKGROUND INFORMATION:

The present Collective Bargaining Agreement between the San Francisco Community College District (District) and the Department Chairperson Council (DCC) will expire on December 31, 1999. On July 29, 1999, by Resolution No. 990729-S1, the Board of Trustees presented DCC’s Initial Proposal for a successor collective bargaining agreement for calendar years 2000, 2001, and 2002 and established the August 1999 public Board of Trustees Meeting for public response to DCC’s Initial Proposal. On August 26, 1999, by Resolution No. 990826-S1, the Board of Trustees presented its Initial Proposal for a successor collective bargaining agreement for calendar years 2000, 2001, and 2002 and established the September 1999 public Board of Trustees Meeting for public response to the Board of Trustees’ Initial Proposal. Government Code Section 3547 requires in relevant part that (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, and (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.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the District hereby adopts its Initial Proposal (Attachment A).

Lawrence C. Klein, Originator
San Francisco Community College District
Board of Trustees

INITIAL PROPOSAL

for a Successor Collective Bargaining Agreement
Calendar Years 2000, 2001, and 2002

Department Chairperson Council

August 26, 1999

The present collective bargaining agreement between the parties consists of 22 Articles and eight Appendices. The Board of Trustees proposes that all Articles and Appendices, including any amendments in effect as of the date of this initial proposal, continue unchanged in the successor collective bargaining agreement, excluding (a) Articles and Appendices requiring date changes to coincide with the duration of the successor collective bargaining agreement, (b) Articles and Appendices requiring the deletion of obsolete language and concomitant re-numbering, and (c) the following Articles and Appendices which shall be amended through the negotiations process to address the issues identified below:

ARTICLE 8, EVALUATION

Modify Section 8.B et seq. (Non-routine Evaluation), clarifying a supervisor’s obligation to cooperate in the management evaluative review.

Reevaluate Section 8.B.2.6 and 2.7 in light of existing state law pertaining to the retention of permanent records.

ARTICLE 12, ELECTION/SELECTION OF DEPARTMENT CHAIRPERSONS

Clarify the eligibility to serve and length of term for tenure-track (probationary) faculty.

ARTICLE 15, STIPENDS

Increase to be negotiated according to reasonable comparative criteria and District's ability to pay.

APPENDIX A, CITY COLLEGE OF SAN FRANCISCO DEPARTMENTS

Review and revise department names, as appropriate.

APPENDIX B, ADMINISTRATOR’S EVALUATION OF DEPARTMENT CHAIRPERSON

Review and revise this form to parallel Article 20, Duties & Responsibilities of Department Chairpersons.

APPENDIX C, FACULTY & CLASSIFIED STAFF REVIEW FORM FOR DEPARTMENT CHAIRPERSON

Review and revise this form to parallel Article 20, Duties & Responsibilities of Department Chairperson.
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL
Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Employees for Fiscal Year 1999-2000
(Resolution No: 990930-S2)

BACKGROUND INFORMATION:

The administration has provided the non-exclusive representative of the specified “Building Trades” employees 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 Educational Employment Relations Act. The administration has subsequently recommended adjusting the wage rates for “Building Trades” employees, as set forth in Attachment 1.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the modified wage rates for the “Building Trades” classifications described in Attachment 1, to be effective on the date specified therein;

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee(s) are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Originator: Lawrence C. Klein

09/30/99 – S2 page 1
MODIFIED WAGE RATES FOR DISTRICT DESIGNATED
BUILDING TRADES CLASSIFICATIONS
FOR FISCAL YEAR 1999-2000

I. CLASSIFICATIONS

The modified wage rates as set forth herein shall be applicable to the positions and/or employees designated as “Building Trades” in the following classifications:

BUILDING TRADES:

7355 Truck Driver (Heavy, Light, Medium)

II. WAGE RATES

The present biweekly wage rates for the above “Building Trades” classifications shall be amended as follows, retroactive to August 21, 1999.

<table>
<thead>
<tr>
<th>Class #</th>
<th>Class Title</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>7355</td>
<td>Truck Driver (Heavy)</td>
<td>1828.00</td>
<td>2015.20</td>
<td>2015.20</td>
<td>2015.20</td>
<td>2015.20</td>
</tr>
<tr>
<td>7355</td>
<td>Truck Driver (Light)</td>
<td>1583.20</td>
<td>1743.20</td>
<td>1743.20</td>
<td>1743.20</td>
<td>1743.20</td>
</tr>
<tr>
<td>7355</td>
<td>Truck Driver (Medium)</td>
<td>1702.40</td>
<td>1872.80</td>
<td>1872.80</td>
<td>1872.80</td>
<td>1872.80</td>
</tr>
</tbody>
</table>

III. INTENT

This resolution is not intended to modify any other form of compensation, benefits, or other term or condition of employment not specifically enumerated herein.
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Chancellor

Subject: SPECIAL
ADOPITION OF FINDINGS OF FACT
Recommendation of Expulsion of Student
(Resolution No: 990930-S3)

BACKGROUND INFORMATION:

On July 13, 1999, a hearing was held before a District hearing officer in the question of the suspension/expulsion of a student case no.: 990000001. The hearing officer prepared a report with Findings of Fact and Conclusions. The College administration reviewed the report and recommended expulsion to me. I confirmed the interim suspension and have recommended expulsion of the student.

The Board of Trustees at its closed session of September 30, 1999, confirmed my recommendation.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco community College District hereby adopts the Findings of Fact and Conclusions of the hearing Officer, dated July 15, 1999 and Recommendation of the Chancellor dated August 13, 1999; and

FURTHER BE IT RESOLVED: That pursuant to Education Code Sections 72122 and 76030 the student, Case #990000001 be and is hereby expelled as a student of the San Francisco Community College District effective September 30, 1999, for cause, including (1) Continued disruptive behavior, continued willful disobedience, habitual profanity or vulgarity or the open and/or persistent abuse of, District personnel or officials acting in the performance of their duties; (2) Assault or battery, abuse, extortion, or any threat of force or violence directed toward any member of the District community or District visitor engaged in authorized activities; (3) Obstruction or disruption of classes, administration, disciplinary procedures, governance processes, or authorized activities; (4) Violation of District rules and regulations including those
concerning student organizations, the use of college facilities, or the time, place and manner of public expression or distribution of materials; (5) Gambling, disorderly, lewd, indecent, obscene, or offensive conduct or expression which interferes with the District's primary educational responsibility; (6) Failure to comply with directions of District officials, faculty, staff or campus police officers who are acting in the performance of their duties; (7) Persistent, serious misconduct where other means of correction have failed to bring about proper conduct; (8) City College of San Francisco Sexual Harassment Policy; and that as a condition of this expulsion, the student be denied access to any and all facilities of the District.

Frank Chong, Originator

09/30/99-S3 Page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Chancellor

Subject: SPECIAL ADOPTION OF FINDINGS OF FACT
Recommendation of Expulsion of Student
(Resolution No: 990930-S4)

BACKGROUND INFORMATION:

On July 22, 1999, a hearing was held before a District hearing officer in the question of the suspension/expulsion of a student case no.: 990000002. The hearing officer prepared a report with Findings of Fact and Conclusions. The College administration reviewed the report and recommended expulsion to me. I confirmed the interim suspension and have recommended expulsion of the student.

The Board of Trustees at its closed session of September 30, 1999, confirmed my recommendation.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco community College District hereby adopts the Findings of Fact and Conclusions of the hearing Officer, dated August 9, 1999 and Recommendation of the Chancellor dated August 23, 1999; and

FURTHER BE IT RESOLVED: That pursuant to Education Code Sections 72122 and 76030 the student, Case #990000002 be and is hereby expelled as a student of the San Francisco Community College District effective September 30, 1999, for cause, including (1) Continued disruptive behavior, continued willful disobedience, habitual profanity or vulgarity or the open and/or persistent abuse of, District personnel or officials acting in the performance of their duties; (2) Assault or battery, abuse, extortion, or any threat of force or violence directed toward any member of the District community or District visitor engaged in authorized activities; (3) Dishonesty, such as cheating or plagiarism, knowingly furnishing false information to the District, or forgery, alteration, or misuse of District documents, records, or identification; (4) Obstruction or disruption of classes, administration, disciplinary procedures, governance processes, or authorized

09/30/99-S4 Page 1
activities; (5) Violation of District rules and regulations including those concerning student organizations, the use of college facilities, or the time, place and manner of public expression or distribution of materials; (6) Gambling, disorderly, lewd, indecent, obscene, or offensive conduct or expression which interferes with the District’s primary educational responsibility; (7) Failure to comply with directions of District officials, faculty, staff or campus police officers who are acting in the performance of their duties; (8) Persistent, serious misconduct where other means of correction have failed to bring about proper conduct; (9) City College of San Francisco Sexual Harassment Policy; and that as a condition of this expulsion, the student be denied access to any and all facilities of the District.

Originator: Frank Chong

09/30/99-S4  Page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL

Establish Community Service governing fees for the Institute for International Students commencing with the Summer 2000 program
(Resolution No. 990930-S5)

BACKGROUND INFORMATION:

In the Fall of 1991, City College of San Francisco began offering a new community services program consisting of intensive ESL classes to foreign students under the auspices of the International Education Program. The offerings are for students from abroad who wish to study English and are willing to pay for this education in conformance with SB 432 of 1987, and California Education Code Section 78300. It was anticipated that there was a substantial market for this program in San Francisco which has proved to be the case. Enrollment has gone from 25 in the Fall of 1991 to more than 200 in the Fall of 1999. The Institute is fully self-supporting.

Resolution No. 910425-S4 authorized an original fee of $1,400 per semester. Resolution No. 941205-S2 authorized an increase in fees for Spring 1995. Fees were increased to $1,695 per semester and $900 per nine week program. In April 1996, fees were increased to $1,795 per semester and $950 per nine week program.

Due to rising costs of faculty and staff salaries, increased demand on the Institute’s resources by other International programs, and general increases in overall costs, it is necessary to increase the fee charged to the students.

09/30/99- S5 page 1
RECOMMENDATION:

RESOLVED: That in accordance with California Education Code Section 78300, the community service class fee charged to all students enrolled be adjusted as follows:

   A. For a program offered through the Institute for International Students, of an eighteen week duration $1,950 per semester program;

   B. For a program offered through the Institute for International Students, of a nine week duration, $1,040 per nine week program;

   C. For the Summer Session programs offered through the Institute for International Students of four or eight weeks duration, $495 per four weeks or $950 per eight weeks; and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Joanne Low, Originator

09/30/99-S5 page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL
Commitment to the advancements of the SouthEast Communities.
(Resolution No. 990930-S6)

BACKGROUND INFORMATION:

The Southeast Corridor of San Francisco is an area targeted by the Mayor’s Office in partnership with both public and private sector entities for major redevelopment. The corridor extending from the China Basin through the Bay View/Hunter’s Point area and further beyond to Visitation Valley is an area of vital interest to the future of this City. Long overlooked by the benefits of the booming economy and growth of the region, the region includes large numbers of people still living on the brink of poverty; where unemployment is still widespread; and the need for the type and level of economic development and growth that benefits the neighborhoods of this area is overwhelming. In the middle of this mix of both constraints and opportunities are the Southeast and Evans Campuses of the City College of San Francisco. Using these two quality institutions as a “hub” for both community and economic renewal through the provision of quality educational opportunities is consistent with the mission of our Community College District and commitment of the Board of Trustees and the Administration of City College.

RECOMMENDATION:

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,

09/30/99 – S6 page 1
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, and

THEREFORE BE IT RESOLVED: That the Administration is directed to review the curriculum and services for congruence with, and advancement of current and proposed economic development activities in the Southeast communities, in conjunction with the Provost and the Chancellor and report to the Board on an annual basis.

Trustee James Haskell Mayo, II, Originator
President Lawrence Wong,
Vice President Anita Grier,

09/30/99 – S6 page 2
DATE: September 30, 1999

TO: Board of Trustees

FROM: Board of Trustees Diversity Committee: James Mayo II, Chairperson; Lawrence Wong and Rodel Rodis, Members

SUBJECT: Special
Adopting Findings Concerning The Costs Of Doing Business In San Francisco; Adopting A Minority/Woman/ Local Business Enterprise Program Concerning Construction And Construction-Related Services.
(Resolution No. 990930-S7)

BACKGROUND INFORMATION:

In 1995, the Board of Trustees of the San Francisco Community College District expressed concern that minority and women owned businesses were not receiving contracts from the District at a level consistent with their availability. After Board discussion, the Board adopted Resolution 950330-S2 which directed the administration to proceed in establishing a plan and time-line for the development and implementation of a Minority/Woman’s Business Enterprise (MBE/WBE) program, if statistical evidence so permitted.

Staff then reviewed available firms to determine which firm might be retained to conduct the appropriate study. On February 22, 1996, the Board passed Resolution 960222-B4, engaging the firm of Mason-Tillman Associates, Ltd., to complete a disparity study to determine if there was evidence that barriers existed to prevent MBE/WBE firms from doing business with the District and, if appropriate, to make recommendations for the creation of an MBE/WBE program.
Mason-Tillman next proceeded to gather data and analyze the agreements that the District entered into in the area of construction and construction-related services for the period July 1995 through June 1996. At the September 18, 1997 meeting of the Board, the results of this Disparity Study revealed that utilization of MBE/WBE firms in these areas fell far short of availability. Mason-Tillman later did further analyses to determine whether race neutral outreach/activities during the period July 1996 through December 1997 improved MBE/WBE participation. The data gathered and analyzed in this Updated Disparity Study still demonstrated significant underutilization of MBE/WBE firms.

On October 29, 1998, the findings of the Updated Disparity Study (known as the Study on Minority and Woman-Owned Business Utilization and Availability, dated July 1998) were formally presented to the Board. After discussion, the Board enthusiastically adopted the resolution which included certain findings and specific recommendations about the implementation of a program to increase MBE/WBE participation.

Subsequently, District staff and Mason-Tillman staff, with invaluable input from the construction and construction-related community (including MBE and WBE firms), met numerous times to craft a policy and a plan that could serve as a basis to meet this Board directive.

The resulting proposed Minority, Woman, and Local Business Enterprises Policy and Program on Construction and Construction-related Professional Services, as well as a draft working document detailing findings about Local Business Enterprises, were the subject of a Special Board Meeting hosted by the Board’s Diversity Committee, held on July 14, 1999. Full and open discussion took place among the members of the Board and members of the public. Members of the public expressed their great appreciation to the responsiveness of the Board in bringing the policy/program to fruition. The Board expressed its appreciation for community input and for the exemplary work put forth by Mason-Tillman.

At the regular Board Meeting of July 29, 1999, the Board gave notice that it would amend its Policy Manual on August 26, 1999 by adding a policy statement regarding Minority, Woman and Local Business Enterprises. It did so on that date. To implement the policy, however, requires that the Board adopt a specific program. Since part of this program involves a preference for Local Business Enterprises, the Board should also adopt findings pertaining to the costs of doing business in San Francisco.
RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby adopts the findings and conclusions contained in the document entitled Administrative Costs of Doing Business in San Francisco, which concludes that San Francisco-based business labor with higher rents and higher wages than businesses located outside City and County boundaries. And reports that in an analysis of unit labor costs, energy costs, tax burdens and office rents, San Francisco ranked the highest of 17 other cities in California. And reports that the City and County of San Francisco has itself determined that San Francisco businesses have higher costs in taxes, rent, wages, and insurance. A copy of this document is on file with the Secretary to the Board and is hereby incorporated by reference into this resolution;

AND FURTHER BE IT RESOLVED: That the Board of Trustees hereby declares that the Disparity Study which demonstrated significant under-utilization of minority and women owned business enterprises in construction and construction-related services was the result of discriminatory practices;

AND FURTHER BE IT RESOLVED: That the Board of Trustees declares its obligation to take measures to remediate the discriminatory practices, by adopting the Minority/Woman/Local Business Enterprises Program, a copy of which is on file with the Secretary to the Board and which is hereby incorporated by reference into this resolution.

James Haskell Mayo II, Originator
Lawrence Wong, Originator
Rodel Rodis, Originator
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Special

Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Benefits Analyst (1210)
(Resolution No.990930-S8)

BACKGROUND INFORMATION:

The Administration intends to appoint an incumbent to the classification of Benefits Analyst (1210) effective on or about October 15, 1999. The 1210 classification has not previously been utilized by the District. Therefore, the Administration recommends that the Board of Trustees authorize the Administration to establish wage rates/premiums and benefit levels for the 1210 classification.

RECOMMENDATION:

RESOLVED: That the Board of Trustees: (1) authorizes the Administration to establish the hourly wage rates for fiscal year 1999-2000 for the 1210 classification as follows: $19.48 at Step 1; $20.43 at Step 2; $21.43 at Step 3; $22.50 at Step 4; and $23.63 at Step 5, and (2) authorizes the Administration to establish benefit levels for the 1210 classification consistent with the benefit levels provided in the current Collective Bargaining Agreement between Service Employees International Union, Local 790, and the District, as appropriate;

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee, are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Clara Starr, Originator

09/30/99 - S8 page 1
DATE: September 30, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Special
Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Architect (5268) (Resolution No. 990930-S9)

BACKGROUND INFORMATION:

The Administration intends to appoint an incumbent to the classification of Architect (5268) effective on or about October 15, 1999. The 5268 classification has not previously been utilized by the District. Therefore, the Administration recommends that the Board of Trustees authorize the Administration to establish wage rates/premiums and benefit levels for the 5268 classification.

RECOMMENDATION:

RESOLVED: That the Board of Trustees: (1) authorizes the Administration to establish the hourly wage rates for fiscal year 1999-2000 for the 5268 classification as follows: $31.59 at Step 1; $33.18 at Step 2; $34.83 at Step 3; $36.58 at Step 4; and $38.40 at Step 5, and (2) authorizes the Administration to establish benefit levels for the 5268 classification consistent with the benefit levels provided to other unrepresented classified management, supervisory and confidential employees, as appropriate, and

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee(s), are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Clara Starr, Originator

09/30/99 - S9 page 1
DATE: September 30, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Special
Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Municipal Stadium Groundskeeper (3419) (Resolution No. 990930-S10)

BACKGROUND INFORMATION:

The Administration intends to appoint an incumbent to the classification of Municipal Stadium Groundskeeper (3419) effective on or about October 15, 1999. The 3419 classification has not previously been utilized by the District. Therefore, the Administration recommends that the Board of Trustees authorize the Administration to establish wage rates/premiums and benefit levels for the 3419 classification.

RECOMMENDATION:

RESOLVED: That the Board of Trustees: (1) authorizes the Administration to establish the hourly wage rates for fiscal year 1999-2000 for the 3419 classification as follows: $19.57 at Step 1; $20.53 at Step 2; $21.54 at Step 3; $22.61 at Step 4; and $23.74 at Step 5, and (2) authorizes the Administration to establish benefit levels for the 5268 classification consistent with the benefit levels provided to other unrepresented “Building Trades Supervisory” and “Building Trades” classifications, as appropriate;

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee(s), are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Clara Starr, Originator
DATE: August 8, 2001

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL Cooperative Agreements
(Resolution No. 990930-S11)

BACKGROUND INFORMATION:

At last month’s Board meeting, the Chancellor provided an overview of the status of the China Project. Consistent with that report and the plans included within, four Board members, the Chancellor, Vice Chancellor of Finance and Administration, Vice-President of the Academic Senate, The Dean of Contract Education and the Coordinator of Study Abroad Program traveled to Shanghai and Beijing to visit various universities (Peking University, Shanghai University, Beijing Union University and Qing Hua University) Da Tung International Group and the Beijing municipal government.

Included in the Chancellor’s Report last month were drafts of cooperative agreements with the above-referenced groups and organizations. Attached are copies of the final drafts that have been agreed to by both sides and they are consistent with the drafts previously provided. The only exception is the cooperative agreement with Peking University. Instead of two separate agreements with the Peking University, the administration prefers one umbrella agreement between Peking University Continuing Education Department and City College of San Francisco. This one agreement will enable them to implement all objectives through the Continuing Education Department. It is fully expected that ultimately, the cooperative agreement between City College and Peking University will be implemented but over a period of time. The wording of said agreement has not changed, only the referenced partners. The proposed agreement with Da Tung International/Beijing College has not changed from the earlier draft.
RECOMMENDATION:

RESOLVED: That the District Board of Trustees ratify the cooperative agreements that have been signed by the Board President and the Chancellor with Peking University, Beijing Union University, Shanghai University and Da Tung International/Beiqing College, and

FURTHER BE IT RESOLVED: That the Chancellor and the Administration are hereby authorized to execute any and all documents, plans and programs to effectuate this resolution.

Chancellor Philip R. Day, Jr., Originator

09/30/99 – S11 page 2
Date: September 30, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: REAL ESTATE
Authorization to lease property from Koochworks Productions, Inc. and authorization to enter into a Memorandum of Understanding with Freeman Beauty Holdings dba Pure Beauty (Resolution No: 990930-W1)

BACKGROUND INFORMATION:

The Board of Trustees authorized a sublease at 2200 Palou Avenue Freeman Beauty Holdings dba Pure Beauty, San Francisco, Inc. through Board Resolution #980528-W1 starting June 8, 1998 for a period of five years, for the sum of $41,760 per year with an annual increase of 3%. Pure Beauty would like to expand its operation in the present space the District is using for bond project surge-storage space. Pure Beauty has asked the District to relocate and is willing to pay for moving costs, renovation of a new site to accommodate the District’s needs and the difference in the rent for the square footage currently under sublease.

The present warehouse is 5,800 square feet and the new warehouse will be 7,500 square feet. The present monthly lease is $3,700, and the new monthly lease will cost $6,000 per month. The new lease is at eighty cents per square foot and the current lease is at sixty five cents per square foot. In addition to moving and renovation costs, Pure Beauty will pay the District $38,280 as a lump sum to cover the fifteen cents difference on 5,800 square feet of the new lease for the remainder of the term of the sublease, through June, 2003.
The Facilities Planning Office and Buildings and Grounds feel the present space is too small and recommends a lease running five years from today. Both Facilities and Planning and Buildings and Grounds believe the new space is bigger and better for the District’s needs. The new location is close to the District’s Carrol Avenue warehouse.

RECOMMENDATION:

RESOLVED: That the Board of Trustees authorizes a lease with Koochworks Productions, Inc. at 5700 Third Street, San Francisco, CA 94124 on or before October 15, 1999 through September 30, 2004 for approximately 7,500 square feet at eighty cents per square foot with a CPI escalator each July 1 starting July, 2000, and

Further Be It Resolved: That the Board of Trustees authorizes an Memorandum of Understanding with Pure Beauty by Pure Beauty agrees to pay for moving and renovation costs in addition to a one-time lump sum payment of $38,280 to cover part of the additional rental costs incurred in the new lease with Koochworks Productions, Inc., and

Further Be It Resolved: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute such lease agreement and Memorandum of Understanding on behalf of the San Francisco Community College District.

Stephen J. Herman, Originator

09/30/99 – W1 page 2
Regular Meeting of the
Board of Trustees of the
San Francisco Community College District
City College of San Francisco
DOWNTOWN CAMPUS
Educated Palate
800 Mission Street
San Francisco
Thursday, October 28, 1999

Open Session - 6:00 p.m.

I. Roll Call
II. Pledge of Allegiance
III. Approval of Minutes
    Regular Meeting Minutes – September 30, 1999
IV. Adoption of Resolutions Agenda
V. Approval of Consent Agenda Items as Listed:
VI. Special Presentations
VII. Monthly Financial Report – James Kendrix
VIII. Action on Other Resolutions Agenda Items
IX. Report from Constituent Groups
    - Academic Senate      - Ray Berard, President
    - Associated Students  - Rachel Wood, President
    - Classified Senate    - Alice Munoz-Shvarts, President
X. Board of Trustees’ Report
XI. Chancellor and Staff Reports
XII. Close Session Announcements - Legal Counsel Ronald Lee

* It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
XIII. Requests to Speak

XIV. Adjournment

**FINANCE (Pages 1-23)**

**GENERAL FUND**

B1  - Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended June 30, 1999.

B1a  - Authorization be hereby given for approval to contract with the Mexican Museum located at Fort Mason for special services to provide direct services for the Diego Rivera Mural Project to generate a major educational project at CCSF for the time period of November 1, 1999 through January 31, 2000, in the amount not to exceed $6,000

**CAPITAL OUTLAY**

B2  - Authorization be given to contract with Page & Turnbull, a certified Local Business Enterprise (LBE) Owned, for special services and advice to provide the District with complete historic preservation architectural services, for the Project: New Campus for Chinatown/North Beach, including the Historic Preservation of the Colombo Building at a cost of $16,090 to be completed on or before June 30, 2002.

B3  - Authorization be given to contract with Ventana Aluminum Manufacturing Company, the lowest responsible bidder to provide replacement windows for the project: North and South Gymnasiums Window Replacement at a cost of $64,121.27, to be completed on or before June 31, 2000.

B4  - PULLED

B5  - Authorization be given to Contract with Signet Testing Lab, Inc., (Caucasian), to provide for materials testing and special inspection services for the Project: Batmale Hall Mechanical Room Roof Enclosure, at a cost not to exceed $4,932. This contract will be completed prior to December 31, 2000

B6  - Authorization for six (6) Contract Modification(s) totaling $22,615 for Special Services Contract(s) and Construction Contract(s)

* It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
B7  -  Authorization be hereby given to contract with Dahl-Beck Electric Co., (Caucasian) the lowest responsible bidder, for the project: Evans Campus Building Emergency Lighting Power System Replacement at a cost of $27,753, to be completed on or before January 31, 2000.

B8  -  Authorization be hereby given to contract with KTY Enterprises, Inc., a Minority Business Enterprise (Asian) and the lowest responsible bidder, for the project: John Adams Childcare Development Teaching Facility, Phase II at a cost of $248,000, to be completed on or before January 31, 2000.

B9  -  Authorization be given to Contract with Signet Testing Lab, Inc.,(Caucasian), to provide for materials testing and special inspection services for the Project: John Adams Childcare Development Teaching Facility, Phase II, at a cost not to exceed $4,533. This contract will be completed prior to December 31, 2000.

B10 -  Authorization be given to contract with City and County of San Francisco Department of Public Works to provide installation work for the project: North and South Gymnasiums Window Replacement at a cost of $30,298, to be completed on or before June 30, 2000.

B11 -  Authorization be given to contract with Pete O. Lapid and Associates, Inc., a certified Local Business Enterprise and Minority Business Enterprise (Asian), for special services and advice to provide the District with complete electrical engineering and construction administration services, for the Project: Science Hall Building Electrical Supply System Upgrade at a cost of $16,200 to be completed on or before December 31, 2000.

B12 -  PULLED

GRANTS

B13 -  Authorization be hereby given to enter into four special services contracts during the period of October 1, 1999 to December 31, 1999 with the following consultants: 1) Ben Shohfi for providing 144 hours of services at the rate of $25 per hour for a total not to exceed $3,600; 2) Diane Hume for providing 72 hours of services at the rate of $50 per hour for a total not to exceed $3,600; 3) Yasuko Kazama for providing 240 hours of services at the rate of $25 per hour for a total not to exceed $6,000; and 4) Kit Bun Mak for providing 300 hours of services at a rate of $25 per hour for a total not to exceed $7,500.

* c - 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.
B14 - Authorization is hereby given to contract with
Laurie R. Friedman for providing the OSHA Emergency Action Plan
Training to employees of San Francisco Airport Commission during
the period of October 1, 1999 to January 31, 2000 for a cost not to exceed $40,000.

B15 - Authorization to amend the following resolution as
indicated in the table totaling $1,115,276.

B16 - Authorization be hereby given to accept funds in the
amount of $5,902 from Chabot-Las Positas Community College
District for participation in the implementation of the California Early
Childhood Mentor Program for the 1999-2000 academic year.

B17 - Authorization be given to submit an application and
appropriate all funds receivable upon approval from the San
Francisco Department of Human Services for the San Francisco
Construction & Maritime Center for the period of November 1, 1999
until August 1, 2001 in the amount not to exceed $1,099,999.

**Equipment, Supplies & Services (Pages 24-31)**

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 32-50)**

F1 - Resignation with the Intent to Retire Educational Academic
Administrator

G1-10 - Academic Employees, Credit Program, District
Funded

H1 - Academic Employees, Credit Program,
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)

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* It is recommended that all resolution agenda items identified with
letter * in the right hand column are eligible for consideration as
Consent agenda items.
termination of the amendment to employment contract.

L2  -  Reemployment of Service Retirants Under Education Code Section 24214

N1  -  Academic Employees Community Services Classes

**Special (Pages 51-58)**

S1  -  Recommend Voluntary Recognition of Six San Francisco Building and Construction Trades Council Unions as Exclusive Representative for a Skilled Crafts Bargaining Unit

S2  -  Recommendation to Refrain from Business Meetings or events on Rosh Hashana and Yom Kippur

S3  -  Authorization be hereby given to the San Francisco Community College District to conduct Fall 2000 and Spring 2001 Study Abroad Programs to Florence, Italy, provided that the program be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals and that the District obtain proposals from qualified contractors to provide necessary transportation and other services in connection with said excursion.

S4  -  Authorization be hereby given to the San Francisco Community College District to conduct Fall 2000 and Spring 2001 Study Abroad Programs to Paris, France, provided that the program be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals and that the District obtain proposals from qualified contractors to provide necessary transportation and other services in connection with said excursion.

S5  -  Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Architect (5268)

**Real Estate (Pages 59-60)**

W1  -  Recommendation of a sublease to the Southeast Community College District Facility Commission and authorization to sublease 180 square feet of office space at the Southeast Campus on a month to month basis to New Direction at 39 cents a square foot per month starting January 1, 1999

* *c - 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.*
Information only (Pages 61-62)

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 18, 1999
Gough Street Campus
33 Gough Street
San Francisco

* c - 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.
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended June 30, 1999.
(Resolution No. 991028-B1)

BACKGROUND INFORMATION:

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 June 30, 1999 and quarterly thereafter, districts are required to provide to the State 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:

RECOMMENDATION:

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, 1999 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD

James Kendrix, Originator

10/28/99 – B1 page 1
DATE: October 28, 1999  
TO: Board of Trustees  
FROM: Dr. Philip R. Day, Jr., Chancellor  

SUBJECT: GENERAL FUND  
Authorization to Contract for Special Services  
(Resolution No. 991028-B1a)  

BACKGROUND INFORMATION:  
This resolution is an authorization to enter into contract with the Mexican Museum located at Fort Mason to provide direct services for the Diego Rivera Mural Project to generate a major educational project at CCSF. This project will focus upon integrating the Diego Rivera mural into the curriculum of various college instructional programs. The Mexican Museum will provide expertise in the area of how to utilize the mural and its history in a variety of different courses and curriculum. The total contract is for $6,000, paid by the Office of Research, Planning and Grants. The contract is for the period of November 1, 1999 through January 31, 2000.  

RECOMMENDATION:  
RESOLVED: That authorization be hereby given for approval to contract with the Mexican Museum located at Fort Mason for special services to provide direct services for the Diego Rivera Mural Project to generate a major educational project at CCSF for the time period of November 1, 1999 through January 31, 2000, in the amount not to exceed $6,000, and  
FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.  

Robert Gabriner, Originator  

10/28/99 – B1a page 1
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services Contract to Page & Turnbull
(Resolution No. 991028 – B2)

BACKGROUND INFORMATION:
Project: New Campus for Chinatown/North Beach, including the Historic Preservation of the Colombo Building

To comply with conditions required by the Settlement Agreement between the District Parties and the Friends of the Colombo Building, the District wishes to contract with Page & Turnbull, to provide historic preservation architectural services for the Project: New Campus for Chinatown/North Beach, including the Historic Preservation of the Colombo Building. The scope of work is specific to the historic preservation of the Colombo Building and will include: review and provide comments on the current conceptual design plan; prepare preliminary historic preservation architectural assessment report on the existing Colombo Building conditions; identify key historic preservation issues to be addressed in formal planning, design and construction of the new Chinatown/North Beach Campus; and provide draft and final written reports to the District and to all parties as required by the Settlement Agreement.

This project is funded by the General Obligation Bond Fund, to be charged to Appropriation 425001-8312-6201-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be given to contract with Page & Turnbull, a certified Local Business Enterprise (LBE) Owned Business, for special services and advice to provide the District with complete historic preservation architectural services, for the Project: New Campus for Chinatown/North Beach, including the Historic Preservation of the Colombo Building at a cost of $16,090 to be completed on or before June 30, 2002, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
10/28/99 – B2 page 1
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Ventana Aluminum Manufacturing Company
(Resolution No. 991028-B3)

BACKGROUND INFORMATION:
Project: North and South Gymnasiums Window Replacement

The District received several qualified bid proposals, including MBE, WBE, and LBE firms, and the District wishes to contract with Ventana Aluminum Manufacturing Company (caucasian), and the lowest responsible bidder to provide replacement windows for the project: North and South Gymnasiums Window Replacement. The actual installation work will be performed by City and County of San Francisco Department of Public Works under separate contract.

The project is funded by the General Obligation Bond fund, and to be charged to Appropriation fund number 42019C-8060-6202-7100-HS and 42019C-8064-6202-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Ventana Aluminum Manufacturing Company, the lowest responsible bidder to provide replacement windows for the project: North and South Gymnasiums Window Replacement at a cost of $64,121.27, to be completed on or before June 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
10/28/99 – B3 page 1
TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to ________
(Resolution No. 991028-B4)

BACKGROUND INFORMATION:

Project: Gymnasium Exercise Room Floor Pad Replacement

The District received several qualified bid proposals from Contractors, including MBE, WBE, and LBE firms and the District wishes to contract with ______________, the lowest responsible bidder, for the project: Gymnasium Exercise Room Floor Pad Replacement. This project consists of purchase and installation of new permanent floor pads for two South Gymnasium weight rooms and an exercise room in the North Gymnasium.

The project is funded by General Obligation Bond fund for North and South Gymnasium Renovation, to be charged to Appropriation fund number __________-8060-6201-7100-REN and number __________-8064-6201-7100-REN.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with ______________, the lowest responsible bidder for the project: Gymnasium Exercise Room Floor Pad Replacement, at a cost of $__________, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
10/28/99 – B4 page 1
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services Contract to Signet Testing Lab, Inc.,
(Resolution No. 991028 – B5)

BACKGROUND INFORMATION:

Project: Batmale Hall Mechanical Room Roof Enclosure

The District received qualified proposals including MBE, WBE and LBE firms for materials testing and special inspection services for this State funded Scheduled Maintenance project. The District wishes to contract with Signet Testing Lab, Inc., (Caucasian) for the project: Batmale Hall Mechanical Room Roof Enclosure. Materials testing and special inspection are services required by the Office of Regulation Services, Division of the State Architect. These services include such things as materials testing for compliance with bid documents, concrete sampling and testing, inspecting soil back-fill and compaction, and other special inspections as directed by the Project Inspector of Record.

This project is 50% funded by the 1995-1996 State Deferred Maintenance program with 50% of District match, and to be charged to Appropriation fund number 412817-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to Contract with Signet Testing Lab, Inc., (Caucasian), to provide for materials testing and special inspection services for the Project: Batmale Hall Mechanical Room Roof Enclosure, at a cost not to exceed $4,932. This contract will be completed prior to December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
10/28/99 – B5 page 1
DATE: October 28, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
SUBJECT: CAPITAL OUTLAY

Authorization for six (6) Contract Modification(s) totaling $22,615 for Special Services Contract(s) and Construction Contract(s) (Resolution No. 9901028-B6)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/ CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION(s) AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 990930-B5</td>
<td>Levy Design Partners (Project Architect)</td>
<td>$24,500.00</td>
<td>$0.00</td>
<td>CM #1 - $1960</td>
<td>$26,460</td>
<td>Project related reimbursable expenses</td>
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<tr>
<td>B 990930-B8</td>
<td>Noll &amp; Tam Architects (Project Architect)</td>
<td>$40,850.00</td>
<td>$0.00</td>
<td>CM #1 - $1,955</td>
<td>$42,805</td>
<td>Project related reimbursable expenses</td>
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<tr>
<td>C 990325-B17</td>
<td>CST Environmental, Inc., (Mechanical Contractor)</td>
<td>$168,865.00</td>
<td>$16,867.00</td>
<td>CM #2 - $1955</td>
<td>#195,232</td>
<td>Change Order 3 for the additional lagging work at Phelan campus main boiler room.</td>
</tr>
<tr>
<td>D 990826-B19</td>
<td>Adolph Schmidt General Construction, Inc., (General Contractor)</td>
<td>$15,850.00</td>
<td>$1,580.00</td>
<td>CM #2 - $1,700</td>
<td>$19,130</td>
<td>Change Order work performed for additional modifications.</td>
</tr>
<tr>
<td>E 990429-B11</td>
<td>Best Roofing &amp; Waterproofing (General Contractor)</td>
<td>$110,251.00</td>
<td>$17,000</td>
<td>Cm#3 $4,000</td>
<td>$131,251</td>
<td>Roof iron drain domes purchase and installations.</td>
</tr>
<tr>
<td>F 990429-B10</td>
<td>Best Roofing &amp; Waterproofing (General Contractor)</td>
<td>$81,500</td>
<td>$0.00</td>
<td>CM#1 - $3,500</td>
<td>$85,00</td>
<td>Installing protective plywood for roof enclosure construction.</td>
</tr>
</tbody>
</table>

Total - $22,615
RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their
designee are hereby given authorization to execute any and all documents on behalf of the District to
effectuate this resolution.

Peter Goldstein, Originator
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Dahl-Beck Electric Co. (Resolution No. 991028-B7)

BACKGROUND INFORMATION:
Project: Evans Campus Building Emergency Lighting Power System Replacement

The District received several qualified bid proposals, including MBE firms, and the District wishes to contract with Dahl-Beck Electric Co., (Caucasian) the lowest responsible bidder, for the project: Evans Campus Building Emergency Lighting Power System Replacement. This project includes labor and material to install emergency light fixture batteries back up power system at Auto Shop and upper classroom areas.

The project is funded by 1996-1997 State Scheduled Maintenance Grant, and to be charged to Appropriation 412244-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Dahl-Beck Electric Co., (Caucasian) the lowest responsible bidder, for the project: Evans Campus Building Emergency Lighting Power System Replacement at a cost of $27,753, to be completed on or before January 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

10/28/99 – B7 page 1
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to KTY Enterprises, Inc.,
(Resolution No. 991028-B8)

BACKGROUND INFORMATION:
Project: John Adams Childcare Development Teaching Facility, Phase II
(bid due on the 10/14/99)

The District received several qualified bid proposals, including MBE firms, and the District wishes to contract with KTY Enterprises, Inc., a Minority Business Enterprise (Asian) and the lowest responsible bidder, for the project: John Adams Childcare Development Teaching Facility, Phase II. This project includes fire alarm system installation, lighting fixture replacement, partition construction for classrooms, and kitchen and storage room facility renovation. This work is necessary to meet the State childcare funding requirements for space usage and designed programs for children at different age groups.

The project is funded by the Partnership for Excellence Grant, and is to be charged to Appropriation 412040-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with KTY Enterprises, Inc., A Minority Business Enterprise (Asian) and the lowest responsible bidder, for the project: John Adams Childcare Development Teaching Facility, Phase II at a cost of $248,000, to be completed on or before January 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
10/28/99 – B8 page 1
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services Contract to Signet Testing Lab, Inc., (Resolution No. 991028 – B9)

BACKGROUND INFORMATION:
Project: John Adams Childcare Development Teaching Facility, Phase II

The District received several qualified responses, including MBE, WBE and LBE firms, to the advertised request for qualifications for as needed materials testing and special inspections services for construction projects. The District wishes to contract with Signet Testing Lab, Inc., (Caucasian), for the John Adams childcare Development Teaching Facility, Phase II project. Materials testing and special inspection are services required by the Office of Regulation Services, Division of the State Architect. These services include such things as materials testing for compliance with bid documents, concrete sampling and testing, inspecting soil back-fill and compaction, and other special inspections as directed by the Project Inspector of Record.

This project is 100% funded by the Partnerships for Excellence Grant, and to be charged to Appropriation fund number 412040-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to Contract with Signet Testing lab, Inc., (Caucasian), to provide for materials testing and special inspection services for the Project: John Adams Childcare Development Teaching Facility, Phase II, at a cost not to exceed $4,533. This contract will be completed prior to December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
10/28/99 – B9 page 1
DATE: October 28, 1999  B10

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to City and County of San Francisco Department of Public Works
(Resolution No. 991028-B10)

BACKGROUND INFORMATION:
Project: North and South Gymnasiums Window Replacement

The District wishes to contract with City and County of San Francisco Department of Public Works to provide installation work for the project: North and South Gymnasiums Window Replacement. The District will obtain the windows under separate contract. City and County of San Francisco Department of Public Works will perform the actual installation work under this contract.

The project is funded by the General Obligation Bond fund, and to be charged to Appropriation fund number 42019C-8060-6202-7100-HS and 42019C-8064-6202-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with City and County of San Francisco Department of Public Works to provide installation work for the project: North and South Gymnasiums Window Replacement at a cost of $30,298, to be completed on or before June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
10/28/99 – B10 page 1

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: October 28, 1999
B11

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services to
Pete O. Lapid and Associates, Inc.,
(Resolution No. 991028 – B11)

BACKGROUND INFORMATION:
Project: Science Hall Building Electrical Power Supply Upgrade

The District received qualified proposals including MBE, WBE and LBE firms for electrical engineering services for this State funded scheduled maintenance project. The District wishes to contract with Pete O. Lapid and Associates, Inc., a certified Local Business and Minority Business Enterprise (Asian), to provide electrical engineering services, for the Project: Science Hall Building Electrical Power Supply System Upgrade located at the Phelan Campus. The scope of work will include: obtain and evaluate the current building electrical consumption, recommend building electrical power supply upgrades, provide electrical engineering design and specification for construction document, and perform construction administration services during construction.

This project is funded by the 1997 State Scheduled Maintenance grant with a 50% District match (General Obligation Bond Fund), to be charged to Appropriation 420603-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Pete O. Lapid and Associates, Inc., a certified Local Business Enterprise and Minority Business Enterprise (Asian), for special services and advice to provide the District with complete electrical engineering and construction administration services, for the Project: Science Hall Building Electrical Supply System Upgrade at a cost of $16,200 to be completed on or before December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
10/28/99 – B11 page 1

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to ________
(Resolution No. 991028-B12)

BACKGROUND INFORMATION:

Project: Gymnasium Score Board Replacement

The District received several qualified bid proposals from Contractors, including MBE, WBE and LBE firms and the District wishes to contract with _____________, the lowest responsible bidder, for the project: South Gymnasium Score Board Replacement. This project consists of purchase and installation of a new Judo score board for the South Gymnasium.

The project is funded by General Obligation Bond fund for South Gym Renovation, to be charged to Appropriation ______-8064-6201-7100-_______.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with _____________, the lowest responsible bidder for the project: South Gymnasium Score Board Replacement, at a cost of $_______, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
10/28/99 – B12 page 1
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT

Approval of Special Services Contract with Ben Shohfi, Diane Hume, Yasuko Kazama & Kit Bun Mak
(Resolution No: 991021-B13)

BACKGROUND INFORMATION:

On May 27, 1999, the Board of Trustees approved Resolution No. 990527-B7 appropriating funds to support the design, development, and implementation of the San Francisco Center for Applied Competitive Technologies (SFCACT) under the Office of Contract Education. To execute the SFCACT program, City College needs to draw upon the expertise of specialists from the apparel industry.

The Office of Contract Education wishes to retain the special services of Ben Shohfi, Diane Hume, Yasuko Kazama and Kit Bun Mak, solely based on their experience and contacts in the apparel manufacturing industries. Following are services to be provided by each consultant:

1. Ben Shohfi – Assist in developing artworks design program, fabric printing with encad printer, and automatic sample cutter program, from October 1, 1999 to December 31, 1999. The rate of compensation is $25 per hour for a total not to exceed $3,600.

2. Diane Hume – Conduct workshops for apparel and fabric designs using Gerber Technology's Artworks program, assist in developing workshop format for future use, and develop samples for Artworks demonstrations, from October 1, 1999 to December 31, 1999. The rate of compensation is $50 per hour for a total not to exceed $3,600.

3. Yasuko Kazama – Develop training video tape for various garment production technique, assist in developing promotional videos for SFCACT’s “Client Factories” to solicit work for their business, and train the staff in the use of video as a training. The service will be conducted from October 1, 1999 to December 31, 1999. The rate of compensation is $25 per hour for a total not to exceed $6,000.
4. Kit Bun Mak – Assist program director in coordinating various ongoing projects, collect
data for grant reports, assist clients in installing and training for Quicken, production and
payroll programs, and coordinate materials for PR and web site development, from
October 1, 1999 to December 31, 1999. The rate of compensation is $25 per hour for a
total not to exceed $7,500.

Funding for these contracts is from the SFCACT grant by the California Economic
Development Fund. No district match is required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to enter into four special services
contracts during the period of October 1, 1999 to December 31, 1999 with the following
consultants: 1) Ben Shohfi for providing 144 hours of services at the rate of $25 per hour for a
total not to exceed $3,600; 2) Diane Hume for providing 72 hours of services at the rate of $50
per hour for a total not to exceed $3,600; 3) Yasuko Kazama for providing 240 hours of
services at the rate of $25 per hour for a total not to exceed $6,000; and 4) Kit Bun Mak for
providing 300 hours of services at a rate of $25 per hour for a total not to exceed $7,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and
Administration, and/or their designee are hereby authorized to execute any and all documents
on behalf of the District to effectuate this resolution.

Judy Teng, Originator

10/28/99 – B13 page 2
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval of Special Services Contract with Laurie R. Friedman
(Resolution No: 991021-B14)

BACKGROUND INFORMATION:

On August 27, 1998, the Board of Trustees approved Resolution No. 980827-B13 authorizing an agreement between the Office of Contract Education and the San Francisco Airport Commission (SFAC) for providing health and safety training for an amount up to $224,310. The SFAC has requested an Emergency Action Plan Training that meets the OSHA standards. The program will include conducting site emergency action plan training, developing training materials, and coordinating delivery of training.

Based on the SFAC’s requirement, the Office of Contract Education wishes to retain the special services of Laurie R. Friedman to provide the training for this project. Ms. Friedman has over 18 years’ experience in emergency management and planning which includes consulting, program development, training, technical evaluation and regulation monitoring. She has owned and managed a Woman Owned Business Enterprise consulting firm in San Francisco. Her clients include the Health and Safety Departments of San Francisco, Monterey, Santa Clara and Marin counties, as well as American Red Cross and the National Park Service. The above recommendation has been approved by the SFAC.

The special service contract for Laurie R. Friedman will be conducted during the period from October 1, 1999 to January 31, 2000 at a cost not to exceed $40,000.

The funds for the contract are from the SFAC training contract. No District matching is required.
RECOMMENDATION:

RESOLVED: That authorization is hereby given to contract with Laurie R. Friedman for providing the OSHA Emergency Action Plan Training to employees of San Francisco Airport Commission during the period of October 1, 1999 to January 31, 2000 for a cost not to exceed $40,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

10/28/99 – B14 page 2
To: Board of Trustees  
From: Dr. Philip R. Day, Jr., Chancellor  
Subject: GRANTS  

Authorization to amend the following five (5) resolutions as indicated in the table totaling $1,115,276 (Resolution No. 991028 – B15)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
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<tr>
<td>A 990930-B30</td>
<td>Every Child Can Learn Foundation</td>
<td>Oct. 1, 1999-May 31, 2000</td>
<td>$10,500</td>
<td>Increase total by $500</td>
<td>$11,000</td>
<td>Originator: Robert Gabriner</td>
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<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL TOTAL AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS; ORIGINATOR</td>
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</tr>
<tr>
<td>D 990624-B37</td>
<td>California Dept. of Education (Adult Education &amp; Family Literacy Act (AEFLA))</td>
<td>July 1, 1999- June 30, 2000</td>
<td>$881,450</td>
<td>$176,290</td>
<td>$1,057,740</td>
<td>Reflect the actual grant award which was received. Originator: Gary Tom</td>
</tr>
<tr>
<td>E 990729-B22</td>
<td>Port of San Francisco, Ingrid Harrauld Brooke DuBose (2 Pier 98 Coordinators)</td>
<td>July 1, 1999- June 30, 2000</td>
<td>$22,800</td>
<td>Rollover funds of $7500</td>
<td>$30,300</td>
<td>Rollover funds from the 1998-99 budget add $7500 to budget and allows the expansion of the Pier 98 coordinator work. Originator: Robert Manlove</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specific amendment to the Resolution as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to receive $5,902 from Chabot-Las Positas Community College District for participation in the implementation of the California Early Childhood Mentor Program for the 1999-2000 academic year.
(Resolution No. 991028-B16)

BACKGROUND INFORMATION:

This resolution requests authorization to receive funds from Chabot-Las Positas Community College District to implement the California Early Childhood Mentor Program. The California Early Childhood Mentor Program is 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 general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to accept funds in the amount of $5,902 from Chabot-Las Positas Community College District for participation in the implementation of the California Early Childhood Mentor Program for the 1999-2000 academic year, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Grants Approval to submit an application and appropriate funds received. (Resolution No. 991028-B17)

BACKGROUND INFORMATION:

The San Francisco Department of Human Services will provide funds for the San Francisco Construction & Maritime Center. This program meets the needs of low-income residents as well as the demand from industry for trained construction and maritime workers. CCSF will use part of these funds to remodel the current construction and trade skill shops and classrooms at Evans campus. Furthermore, the grant will provide funding to purchase additional construction equipment for the training program. The CCSF School of Applied Technology and the Evans Campus will also work with community based organizations who will provide referrals and support services as well as find placements for students completing the program. The Center will work with industry and trade union leaders to help us identify the skills and knowledge needed by current and future workers. This will allow the college to update its curriculum to accommodate those needs.

There is no additional space required. There is a $572,036 in-kind match required which will be provided by the School of Applied Technology, Evans Campus, and the Partnership For Excellence. City College of San Francisco is the fiscal agent.

<table>
<thead>
<tr>
<th>Income</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>San Francisco Department of Human Services</td>
<td>$1,099,999</td>
</tr>
<tr>
<td>CCSF In-Kind Match</td>
<td>572,036</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>$100,600</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>85,500</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>37,254</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>75,000</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>220,164</td>
</tr>
<tr>
<td>Other Outgo</td>
<td>500,000</td>
</tr>
<tr>
<td>Indirect Cost</td>
<td>81,481</td>
</tr>
<tr>
<td>Total</td>
<td>$1,099,999</td>
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</table>

10/28/99 – B17 page 1
**In-Kind Expenditures**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>129,780</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>1,500</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>26,256</td>
</tr>
<tr>
<td>Tools &amp; Supplies</td>
<td>50,000</td>
</tr>
<tr>
<td>Equipment</td>
<td>100,000</td>
</tr>
<tr>
<td>Space</td>
<td>264,500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$572,036</strong></td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the San Francisco Department of Human Services for the San Francisco Construction & Maritime Center for the period of November 1, 1999 until August 1, 2001 in the amount not to exceed $1,099,999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Phyllis McGuire, Originator

10/28/99 – B17 page 2
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
       Procurement of Equipment, Supplies, Services, Etc., less than $3,000
       (Resolution No. 991028-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $322,991.33 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>$39,904.75</td>
</tr>
<tr>
<td>Purchase Orders</td>
<td>245,385.06</td>
</tr>
<tr>
<td>Travel/Mileage</td>
<td>37,701.52</td>
</tr>
<tr>
<td><strong>GRAND TOTAL:</strong></td>
<td><strong>$322,991.33</strong></td>
</tr>
</tbody>
</table>

James Kendrix, Originator

10/28/99 - C1 page 1
Date:   OCTOBER 28, 1999                 C2
To:     Board of Trustees             
From:   Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies, Services, Etc., more than $3,000
(Resolution No. 990930-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A”.

GRAND TOTAL:                  $3,062,248.66

James Kendrix, Originator

10/28/99 - C2 page 1
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Equipment, Supplies & Services - Donations
Acceptance of Gifts
Resolution No. 991028-C3

BACKGROUND INFORMATION:
SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:
WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Vice Chancellor of Academic Affairs, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees, are hereby authorized to accept the gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

10/28/99 - C3 Page 1
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>DONOR</th>
<th>BENEFICIARY</th>
<th>MARKET VALUE DECLARED BY DONOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Furniture</td>
<td>Bank of America Livermore, CA</td>
<td>Associated Students-Family Resource Center</td>
<td>$ 800</td>
</tr>
<tr>
<td>2) Cash</td>
<td>United Parcel Service Fresno, CA</td>
<td>Associated Students-“Carnival”</td>
<td>$ 250</td>
</tr>
<tr>
<td>3) Cash</td>
<td>Robert and Silma M. Alvarenga Daly City, CA</td>
<td>Associated Students Psychology Club</td>
<td>$ 100</td>
</tr>
<tr>
<td>4) Cash</td>
<td>Business &amp; Professional Women’s Foundation Washington, DC</td>
<td>CCSF Student Joanne Santandrea</td>
<td>$ 1,000</td>
</tr>
<tr>
<td>5) Cash</td>
<td>OCA San Mateo County Peninsula Chapter San Mateo, CA</td>
<td>CCSF Student Bonnie Ko</td>
<td>$ 1,000</td>
</tr>
<tr>
<td>6) Cash</td>
<td>Black Nurses Association Oakland, CA</td>
<td>CCSF Student Chinwe Ugochukwu</td>
<td>$ 300</td>
</tr>
<tr>
<td>7) Cash</td>
<td>The Rusty Blades Hoi Ko Pacifica, CA</td>
<td>Herbert Gee Memorial Scholarship for Brendan Dwyer</td>
<td>$ 1,000</td>
</tr>
<tr>
<td>8) Cash</td>
<td>Dudley-Vehmeyer-Brown Memorial Scholarship for Brendan Dwyer</td>
<td>CCSF Student Geneva Fortson</td>
<td>$ 500</td>
</tr>
<tr>
<td>DESCRIPTION</td>
<td>DONOR</td>
<td>BENEFICIARY</td>
<td>MARKET VALUE DECLARED BY DONOR</td>
</tr>
<tr>
<td>-------------</td>
<td>-------</td>
<td>-------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>9) Cash</td>
<td>Peninsula Medical Center Auxiliary Burlingame, CA</td>
<td>CCSF Students ($1,000 each) Margie Samayoa, Elizabeth Rothrock</td>
<td>$2,000</td>
</tr>
</tbody>
</table>
DATE: October 28, 1999 L1

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources Authorization to amend employment Contract (s) (Resolution No. 991028 - L1)

BACKGROUND INFORMATION:

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.
RECOMMENDATION:

RESOLVED: That the Board of Trustee 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.

<table>
<thead>
<tr>
<th>INSURANCE COMPANIES</th>
<th>I. D. NO.</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Great American Life</td>
<td>55340</td>
<td>250.00</td>
</tr>
<tr>
<td>Great American Life</td>
<td>55596</td>
<td>150.00</td>
</tr>
<tr>
<td>Great American Life</td>
<td>56892</td>
<td>250.00</td>
</tr>
<tr>
<td>Great West Life</td>
<td>02742</td>
<td>75.00</td>
</tr>
<tr>
<td>Hartford Life</td>
<td>41480</td>
<td>150.00</td>
</tr>
<tr>
<td>Hartford Life</td>
<td>56468</td>
<td>350.00</td>
</tr>
<tr>
<td>IDS</td>
<td>56468</td>
<td>200.00</td>
</tr>
<tr>
<td>IDS</td>
<td>55213</td>
<td>350.00</td>
</tr>
<tr>
<td>Met Life</td>
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<tr>
<td>Met Life</td>
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<tr>
<td>Scudder</td>
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<tr>
<td>Security First</td>
<td>60968</td>
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<tr>
<td>Security First</td>
<td>54771</td>
<td>165.00</td>
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<tr>
<td>Security First</td>
<td>55292</td>
<td>100.00</td>
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<tr>
<td>Security First</td>
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<td>50.00</td>
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<tr>
<td>Security First</td>
<td>56388</td>
<td>200.00</td>
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<tr>
<td>Security First</td>
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<tr>
<td>TransAmerica</td>
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<tr>
<td>VALIC</td>
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</tr>
<tr>
<td>VALIC</td>
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</tr>
<tr>
<td>VALIC</td>
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</tr>
<tr>
<td>VALIC</td>
<td>56458</td>
<td>500.00</td>
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<tr>
<td>VALIC</td>
<td>08032</td>
<td>500.00</td>
</tr>
<tr>
<td>VALIC</td>
<td>55548</td>
<td>500.00</td>
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</table>

10/28/99 – L1 page 2
b) CUSTODIAL ACCOUNTS

<table>
<thead>
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<th>I.D. NO.</th>
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</thead>
<tbody>
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<td>Cap Guardian 53058</td>
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<tr>
<td>Fidelity 57252</td>
<td>385.00</td>
</tr>
<tr>
<td>Fidelity 24284</td>
<td>35.00</td>
</tr>
<tr>
<td>T. Rowe Price 38136</td>
<td>500.00</td>
</tr>
<tr>
<td>Vanguard 56864</td>
<td>883.00</td>
</tr>
<tr>
<td>Vanguard 50240</td>
<td>1,600.00</td>
</tr>
<tr>
<td>Vanguard 54917</td>
<td>384.62</td>
</tr>
<tr>
<td>Vanguard 60426</td>
<td>300.00</td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

10/28/99 – L1 page 3
Date: October 28, 1999 F1

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
       Resignation with the Intent to Retire
       Educational Academic Administrator
       (Resolution No. 991028 - F1)

BACKGROUND INFORMATION:

Resolution No. 991028-F1 covers the resignation with the intent to retire of an educational academic administrator.

RECOMMENDATION:

RESOLVED: That the resignation with the intent to retire of James Cagnacci from his employment as the Dean, Instruction, Curriculum/Tenure Review with the San Francisco Community College District be accepted, effective close of business October 29, 1999.

Clara Starr, Originator

10/28/99 - F1 page 1
Date: October 28, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Reemployment of Service Retirants
Under Education Code Section 24214
(Resolution No. 991028 – L2)

BACKGROUND INFORMATION:

Under California Education Code Section 24214, a retiree 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 1999-00 STRS earnings limit is $19,050.

RECOMMENDATION:

RESOLVED: That effective for the dates shown, the following retiree be employed to perform duties as agreed at a compensation not to exceed the State Teachers’ Retirement System limit on retiree compensation in any fiscal year as provided for in Education Code Section 24214 and appropriate STRS directions.

CAGNACCI, JAMES Nov 1, 1999 – until a permanent dean is hired

Clara Starr, Originator

10/28/99 - L2 page 1
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

Recommend Voluntary Recognition of Six San Francisco Building and Construction Trades Council Unions as Exclusive Representative for a Skilled Crafts Bargaining Unit

(Resolution No. 991028-S1)

BACKGROUND INFORMATION:

On July 8, 1999, the administration and six employee organizations belonging to the San Francisco Building & Construction Trades Council entered into a Voluntary Recognition Agreement providing for the formation of a Skilled Crafts Bargaining Unit consisting of employees in the following classifications: Gardener (3417); Gardener Assistant Supervisor (3418); Nursery Specialist (3428); Carpenter Supervisor I (7226); Electrician Supervisor I (7238); Painter Supervisor I (7242); Locksmith (7342); Carpenter (7344); Electrician (7345); Painter (7346); Plumber (7347); Steamfitter (7348); and Truck Driver (7355). Currently, no employee organization is recognized or certified as the exclusive representative of any of the employees in the claimed unit.

The six employee organizations, which have been designated for purposes of the Voluntary Recognition Agreement and related Public Employment Relations Board (PERB) proceedings as “Joint Petitioners,” include Northern California Carpenters Regional Council, Local 22; Bay Counties District Council of Painters No. 8, Local 4; Teamsters Local 853, West Bay Division, International Brotherhood of Teamsters; International Brotherhood of Electrical Workers, Local 6; Laborers International Union of North America, Local 261; and United Association of Journeymen and Apprentices of the Plumbing and Pipefitting Industry, Local 38.

The voluntary Recognition Agreement provides that Joint Petitioners shall negotiate as a coalition, with one collective bargaining unit to govern.

On August 19, 1999, Joint Petitioners submitted a representation petition to PERB, along with a showing of support by a majority of employees in the proposed unit. On September 24, 1999, PERB issued its administrative determination indicating that voluntary recognition may be granted by the District.
RECOMMENDATION:

RESOLVED: That the Board of Trustees grant voluntary recognition to Six San Francisco Building & Construction Trades Council Unions as the exclusive representative of the Skilled Crafts Bargaining Unit.

10/28/99 - S1  Page 2

Lawrence C. Klein, Originator
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL
Recommendation to Refrain from Business Meetings or events on Rosh Hashana and Yom Kippur
(Resolution No. 991028-S2)

BACKGROUND INFORMATION:

Rosh Hashana and Yom Kippur are high holy days for the Jewish people. Many Jews take the days off from work as personal days to observe these two major religious holidays. It is recommended that the college refrain from planning meetings or events on these days out of respect for those who cannot participate because of their religious commitments.

RECOMMENDATION:

RESOLVED: That the Board of Trustees recommends to the San Francisco Community College District community that it refrain from planning meetings or events on Rosh Hashana and Yom Kippur, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Trustee Natalie Berg, Originator
Trustee Lawrence Wong
Trustee James Mayo III

10/28/99 – S2 page 1
AMENDED 10/26/99

DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.
      Chancellor

SUBJECT: SPECIAL
          Authorization to Conduct a Study Abroad Program
          Florence, Italy: Fall 2000 and Spring 2001
          (Resolution No. 991028-S3)

BACKGROUND INFORMATION:

In 1991, the Board of Trustees approved a Board Resolution to create a Study Abroad Program for a semester program in Florence, Italy.

City College of San Francisco has been offering a Study Abroad Program in Florence, Italy for fourteen (14) semesters. In order to ensure that we are offering the best possible program at the best possible prices, we would now like to request proposals from qualified contractors to provide the necessary transportation and on-site logistical services associated with Study Abroad Programs. Contractors should be willing to work with the college to explore options that would afford low-income students the opportunity to actively participate in study abroad programs.

These programs will offer transferable credit in Foreign Languages, Art History, and Humanities. The costs of these programs are to be borne by the students. The District shall not expend any funds for transportation, housing, meals or incidentals.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to the San Francisco Community College District to conduct Fall 2000 and Spring 2001 Study Abroad Programs to Florence, Italy, provided that the program be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals and that the District obtain proposals from qualified contractors to provide necessary transportation and other services in connection with said excursion; 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, and who are willing to work with the college to explore options that would afford low-income students the opportunity to actively participate in study abroad programs, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Originators: Joanne Low

10/28/99 –S3 page 2
DATE: October 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Conduct a Study Abroad Program
Paris, France: Fall 2000 and Spring 2001
(Resolution No. 991028-S4)

BACKGROUND INFORMATION:
In 1985, the Board of Trustees approved a Board Resolution to create a Study Abroad Program for a semester program in Paris, France.

City College of San Francisco has been offering a Study Abroad Program in Paris, France for twenty-eight (28) consecutive semesters. In order to ensure that we are offering the best possible program at the best possible prices, we would now like to request proposals from qualified contractors to provide the necessary transportation and on-site logistical services associated with Study Abroad Programs. Contractors should be willing to work with the college to explore options that would afford low-income students the opportunity to actively participate in study abroad programs.

These programs will offer transferable credit in Foreign Languages, Art History, and Humanities. The costs of these programs are to be borne by the students. The District shall not expend any funds for transportation, housing, meals or incidentals.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to the San Francisco Community College District to conduct Fall 2000 and Spring 2001 Study Abroad Programs to Paris, France, provided that the program be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals and that the District obtain proposals from qualified contractors to provide necessary transportation and other services in connection with said excursion; 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, and who are willing to work with the college to explore options that would afford low-income students the opportunity to actively participate in study abroad programs, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Originators: Joanne Low

10/28/99 – S4  page 2
DATE: OCTOBER 28, 1999 S5

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Special
Recommend authorizing the administration to establish wage
rates/premiums and benefit levels for the classification of Architect (5268)
(Resolution No. 990930-S5)

BACKGROUND INFORMATION:

The Administration intends to fill the classification of Architect (5268) effective on or about November 15, 1999. The 5268 classification has not previously been utilized by the District. Therefore, the Administration recommends that the Board of Trustees authorize the Administration to establish wage rates/premiums and benefit levels for the 5268 classification.

RECOMMENDATION:

RESOLVED: That the Board of Trustees: (1) authorizes the Administration to establish the hourly wage rates for fiscal year 1999-2000 for the 5268 classification as follows: $31.59 at Step 1; $33.18 at Step 2; $34.83 at Step 3; $36.58 at Step 4; and $38.40 at Step 5, and (2) authorizes the Administration to establish benefit levels for the 5268 classification consistent with the benefit levels provided to other unrepresented classified management, supervisory and confidential employees, as appropriate, and

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee(s), are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Clara Starr, Originator

10/28/99 – S5 page 1
Date: October 28, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: REAL ESTATE
Recommendation of a sublease to the Southeast Community College District Facility Commission and authorization to sublease 180 square feet of office space at the Southeast Campus on a month to month basis to New Direction at 39 cents a square foot per month starting January 1, 1999
(Resolution No: 991028-W1)

BACKGROUND INFORMATION:

New Direction has occupied space at the Southeast Campus since 1996. New Direction provides educational alternatives and a sports program in a violence free setting as a means to promote academic excellence, build self esteem and respect for the community as well as to reduce the number of negative police contacts with low-income, at-risk youth residing in the Southeast sector of San Francisco.

New Direction has received a state exempt determination letter and is using One Way Mission as a Fiscal Agent while their 501(c) 3 application is being processed. Major funding sources include the San Francisco Department of Children, Youth and Their Families, the San Francisco Unified School District and the San Francisco Housing Authority.

The Dean of Southeast Campus recommends that the District formalize a lease agreement with New Direction, that the lease be month to month and that the term of the lease begin January 1, 1999. Representatives from New Direction, as well as from the Department of Real Estate representing the Southeast Facility Commission are in agreement with these terms.
RECOMMENDATION:

RESOLVED: That the Board of Trustees recommends a sublease to the Southeast Community College District Facility Commission and authorizes a sublease 180 square feet of office space at the Southeast Campus on a month to month basis to New Direction at 39 cents a square foot per month starting January 1, 1999, and

Further Be It Resolved: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute such a sublease agreement on behalf of the San Francisco Community College District.

Stephen J. Herman, Originator
Regular Meeting of the
Board of Trustees of the
San Francisco Community College District
City College of San Francisco
DISTRICT OFFICE
33 Gough Street
San Francisco
Thursday, November 18, 1999
Open Session - 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of Minutes
Regular Meeting Minutes – October 29, 1999

IV. Adoption of Resolutions Agenda

V. Approval of Consent Agenda Items as Listed:

VI. Special Presentations

VII. Monthly Financial Report – James Kendrix

VIII. Action on Other Resolutions Agenda Items

IX. Report from Constituent Groups
   - Academic Senate        - Ray Berard, President
   - Associated Students    - Rachel Wood, President
   - Classified Senate      - Alice Munoz-Shvarts, President

X. Board of Trustees’ Report

XI. Chancellor and Staff Reports

---------------
*c - 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.
XII. Close Session Announcements - Legal Counsel Ronald Lee

XIII. Requests to Speak

XIV. Adjournment

**FINANCE** (Pages 1-41)

**GENERAL FUND**

**B1** - Authorization be hereby given to contract with Vavrinek, Trine & Day & Co. for services related to the preparation of claims for state reimbursement of mandated costs. The total cost of this agreement shall not exceed $5,500.

**B2** - Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended June 30, 1999.

**B3** - Authorization be hereby given to submit an application and appropriate funds in the amount not to exceed $10,000 for full membership in CCID.

**B3a** - Authorization be hereby given to contract with Valley Acceptance Corporation and JM Associates for the purpose of providing student debt collection services.

**B3b** - Authorization be hereby given to contract with CIT Glad Production for a Telecourse License Agreement for the cable rights to one Telecourse to be offered during the Spring 2000 semester at a cost of $500 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

**B3c** - Authorization be hereby given to contract with the Adult Learning Service of Public Broadcasting Service for a Telecourse license agreement for the cable rights to two Telecourses to be offered during the Spring 2000 semesters, at a cost of $500 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

**CAPITAL OUTLAY**

**B4** - Authorization for eleven (11) Contract Modification(s) totaling $176,596.00 for Special Services Contract(s) and Construction Contract(s)

* 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.
Authorization be given to contract with MH Construction Management Co., (Asian), a certified Minority Business Enterprise and Local Business Enterprise, and the lowest responsible bidder, at a cost of $19,300, to be completed on or before January 31, 1999

Authorization be given to contract with LC General Engineering and Construction, Inc., (Asian) a certified Minority Business Enterprise and Local Business Enterprise, and the lowest responsible bidder, at a cost of $16,928, to be completed on or before January 31, 1999

Authorization be given to contract with Amtech Lighting Service (Caucasian), the lowest responsible bidder, at a cost of $23,242, to be completed on or before January 31, 1999

Authorization be given to contract with B&T Spray Equipment Co., (Caucasian), a certified Local Business Enterprise firm, and the lowest responsible bidder, at a cost of $7,978, to be completed on or before January 31, 1999

Authorization be given to contract with Harry Bharuchi LTD., (Asian), a certified Minority Business Enterprise and Local Business Enterprise firm, and the lowest responsible bidder, at a cost of $7,000, to be completed on or before January 31, 1999

Authorization be given to contract with F.E.Jordan Engineers (African American), a certified Minority Business Enterprise and a Local Business Enterprise, for special services and advice to provide the District with structural engineering services, for the Project: Evans Building Seismic Study located at the Evans Campus at a cost of $50,000, to be completed on or before June 30, 2000

Authorization be given to contract with General Electrical Industrial Systems, the lowest responsible bidder, at a cost of $58,500, to be completed on or before December 31, 1999.

Authorization be given to contract The Trane Company (Caucasian), the lowest responsible bidder to provide rooftop heating/ventilation/air conditioning replacement units, at a cost of $6,540, to be completed on or before May 31, 2000

* It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent 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.
for developing and producing the Contract Education marketing VCD diskettes during October 28, 1999 and December 31, 1999, at a cost not to exceed $5,500

B19 - Authorization is hereby given to contract with the *c
Electro-Test, Inc. for providing the Electrical Safety for Industrial Systems training to employees of San Francisco Airport Commission for a total cost not to exceed $5,560 plus $250 per student in excess of 16 students. The training will be conducted during the period of October 25, 1999 to November 30, 1999.

B20 - Authorization is hereby given to enter into an agreement with The Children’s Council of San Francisco to conduct a Children with Special Needs credit course during the Spring 2000 semester for a sum not to exceed $3,000.

B21 - Authorization be hereby given for approval to contract with Carolyn Peter to provide special services for the Diego Rivera Mural Project for the time period of November 19, 1999 through May 31, 2000, in the amount not to exceed $11,000.

B22 - Authorization is hereby given to contract with Franciscan Communications to layout and produce a quarterly newsletter and to create the graphics for participation in trade shows for the CCSF Bio-Link in the amount not to exceed $11,570.45

B23 - Authorization is hereby given to contract with Eric Crane to perform data analysis for the CCSF Bio-Link in the amount not to exceed $2,800 to be billed at an hourly rate of $60.00 an hour

B24 - Authorization to amend the following one (1) resolution(s) as indicated in the table totaling $25,000

B25 - Authorization be hereby given to contract with Air China for providing an estimate of seven cycles of the Flight Standard and Air Traffic Communication Skills training between November 15, 1999 and June 30, 2002, at a cost of $4,900 per student per training cycle.

B26 - Authorization be hereby given to enter into two special service agreements with: 1) Andrew Davies for providing up to 63 hours of field demonstrations of the Air Traffic Control Center operations and the use and interpretation of acceptable air traffic control instructions for the first 24-week training cycle, at a total cost not to exceed $4,725; and 2) Da Tung International Group, Inc. for providing the required transportation

* c - 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.
and translation services at the cost of $1,800 per student per training cycle for an estimate of seven cycles scheduled between November 15, 1999 and June 30, 2002.

**Equipment, Supplies & Services (Pages 42-48)**

<table>
<thead>
<tr>
<th>C1</th>
<th>Procurement of equipment, supplies, services, etc., less than $3,000 *c</th>
</tr>
</thead>
<tbody>
<tr>
<td>C2</td>
<td>Procurement of equipment, supplies, services, etc., $3,000 or more *c</td>
</tr>
<tr>
<td>C3</td>
<td>Acceptance of Gifts *c</td>
</tr>
</tbody>
</table>

**Human Resources (Pages 49-59)**

<table>
<thead>
<tr>
<th>F1</th>
<th>Resignation of a non-educational academic administrator. *c</th>
</tr>
</thead>
<tbody>
<tr>
<td>G1-5</td>
<td>Academic Employees, Credit Program, District Funded *c</td>
</tr>
<tr>
<td>H1-3</td>
<td>Academic Employees, Credit Program, Categorically Funded *c</td>
</tr>
<tr>
<td>L1</td>
<td>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. *c</td>
</tr>
<tr>
<td>N1</td>
<td>Academic Employees Community Services Classes *c</td>
</tr>
</tbody>
</table>

**SPECIAL**

| S1  | Certification of Institutional Self-Study Report *c                   |

**Information only (Pages 60-63)**

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 16, 1999**
South East Campus
1800 Oakdale Avenue
San Francisco

* *c - 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.*
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to contract with Vavrinek, Trine & Day & Co. (Resolution No. 991118 – B1)

BACKGROUND INFORMATION:

The State of California provides reimbursement to local districts for certain mandated costs pursuant to California Government Code Section 17550 et seq. The District already submits claims and receives annual awards under this provision related to collective bargaining activities. The firm of Vavrinek, Trine & Day & Co, currently the District’s independent auditor can provide assistance needed to file additional claims for reimbursement for activities related to student health fee waivers, compliance with the Brown Act, and the preparation of required financial reports. Such assistance would be on a contingency basis, and would be capped at 10 per cent or $5,500, whichever is less.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Vavrinek, Trine & Day & Co. for services related to the preparation of claims for state reimbursement of mandated costs. The total cost of this agreement shall not exceed $5,500, and

FURTHER BE IT RESOLVED: That the Chancellor and/or Vice Chancellor for Finance & Administration are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

11/18/99 – B1 page 1
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended June 30, 1999. (Resolution No. 991118-B2)

BACKGROUND INFORMATION:

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 June 30, 1999 and quarterly thereafter, districts are required to provide to the State 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:

RECOMMENDATION:

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, 1999 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD

James Kendrix, Originator

11/18/99 – B2 page 1
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Authorization to Submit an Application and Appropriate Funds
(Resolution No. 991118-B3)

BACKGROUND INFORMATION:
Community Colleges for International Development, Inc. (CCID), founded in 1976, is a non-profit consortium of U.S. and international colleges. CCID’s mission is to identify, develop and expand mutually beneficial international relationships, which contribute to the improvement of college programs and services. CCID’s primary objective which is the pursuit of formal higher education and economic development activities worldwide, places emphasis on Faculty/Staff exchange, technical assistance, and joint curriculum development.

In June 1999, City College of San Francisco submitted an application and was unanimously granted affiliate level membership to the organization. City College of San Francisco would now like to submit its application for full member status. There will be an initial membership fee of $7500 with an annual fee of $2500.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application and appropriate funds in the amount not to exceed $10,000 for full membership in CCID, and

FURTHER BE IT RESOLVED: That the Chancellor and/or Vice Chancellor of Administrative Services, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Dr. Philip R. Day, Jr., Originator
Joanne Low, Originator

11/18/99-B3 page 1
Date: November 18, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to Contract with Valley Acceptance Corporation and JM Associates, two student debt collection agencies
(Resolution No. 991118-B3a)

BACKGROUND INFORMATION:
The Code of Federal Regulations requires the District to use due diligence in collecting outstanding loan amounts. Until recently, the District used two student debt collection agencies (1) Diversified Collection Services and (2) Unger and Associates to assist in student debt collection. Diversified Collection Services closed our account March, 1999 and Unger and Associates filed for bankruptcy on June 11, 1999. Since June, legal counsel has been working with Unger and Associates to close out our business with them as well as develop a standard contract that the District would use for contracting with collection agencies.

In order to be in compliance with the Code of Federal Regulations, District staff has reviewed a number of proposals by collection agencies and recommends contracting with Valley Acceptance Corporation, who has agreed to collect student debts for a fee of 25% on a first-time referral and 40% on a second referral, and JM Associates, who has agreed to collect student debts for a fee of 30% on a first-time referral and 40% on a second referral.

RECOMMENDATION:

WHEREAS: The District is required to use due diligence in collecting student debts, and

WHEREAS: The District had been in contract with two collection agencies which recently either closed our account or went into bankruptcy, and

WHEREAS: District staff reviewed a number of proposals from collection agencies and recommends two for contracts,

11/18/99 – B3a page 1
THERFORE BE IT RESOLVED, That authorization be hereby given to contract with Valley Acceptance Corporation and JM Associates for the purpose of providing student debt collection services, and

AND FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Stephen J. Herman, Originator

11/18/99 – B3a page 2
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Telecourse License Agreements
(Resolution No. 991118-B3b)

BACKGROUND INFORMATION:

City College of San Francisco offers Telecourses over TCI Cablevision in San Francisco. These Telecourses are college credit courses, and are distributed in 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.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with CIT Glad Production for a Telecourse License Agreement for the cable rights to one Telecourse to be offered during the Spring 2000 semester at a cost of $500 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

LICENSE FEE

Art America $ 500.00

$ 500.00

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute such contract on behalf of the SFCCD.

Bruce Smith, Originator

11/18/99 – B3b page 1
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Telecourse License Agreements
(Resolution No. 991118-B3c)

BACKGROUND INFORMATION:

City College of San Francisco offers Telecourses over T.C.I 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.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the Adult Learning Service of Public Broadcasting Service for a Telecourse license agreement for the cable rights to two Telecourses to be offered during the Spring 2000 semesters, at a cost of $500 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco, and

<table>
<thead>
<tr>
<th>Telecourse</th>
<th>LICENSE FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art of the Western World</td>
<td>$ 500</td>
</tr>
<tr>
<td>Faces of Culture</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td>$ 1,000</td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute such contract on behalf of the SFCCD.

Bruce Smith, Originator

11/18/99 – B3c page 1
TO: Board of Trustees  
FROM: Dr. Philip R. Day, Jr., Chancellor  
SUBJECT: CAPITAL OUTLAY  
Authorization for eleven (11) Contract Modification(s) totaling $176,596.00 for Special Services Contract(s) and Construction Contract(s)  
(Resolution No. 991118-B4)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/ CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION(s) AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 990930-B5 Cloud Hall Window Replacement</td>
<td>Levy Design Partners Caucasian, WBE/LBE (Project Architect)</td>
<td>$24,500.00</td>
<td>$1,960.00</td>
<td>CM #2 - $4,880.00</td>
<td>$31,340.00</td>
<td>Additional job site visits for surveying the existing window details and conditions for prioritizing replacement work.</td>
</tr>
<tr>
<td>B 990826-B19 Conlan Hall Counseling Department Alteration &amp; Renovation</td>
<td>Adolph Schmidt General Construction, Inc., Caucasian, (General Contractor)</td>
<td>$15,850.00</td>
<td>$3,280.00</td>
<td>CM #3 - $2,008.00</td>
<td>$21,138.00</td>
<td>Change Order work performed for the additional modifications.</td>
</tr>
<tr>
<td>C 981217-B7 Central Shops &amp; Warehouse Facility</td>
<td>Finger &amp; Moy Architects Asian, MBE/LBE (Project Architect)</td>
<td>$200,000.00</td>
<td>$0.00</td>
<td>CM #1 - $64,000.00</td>
<td>$264,000.00</td>
<td>Construction Administration services during the course of construction.</td>
</tr>
<tr>
<td>D 990624-B11 Central Shops &amp; Warehouse Facility</td>
<td>Transworld Construction, Inc., Asian, MBE/LBE (General Contractor)</td>
<td>$3,768,000.00</td>
<td>$0.00</td>
<td>CM #1 - $8,787.00</td>
<td>$3,776,787.00</td>
<td>Change Order #01; $1,000 for tree stump removal, $1,860 for existing power poles &amp; power lines removal, $3,516 for existing chain link fence removal and storage, $2,411 for tree debris removal.</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION(s) AMOUNT</td>
<td>REQUESTED CONTRACT MODIFICATION AMOUNT</td>
<td>NEW CONTRACT AMOUNT</td>
<td>COMMENTS</td>
</tr>
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</tr>
<tr>
<td>E 960829-B30</td>
<td>Mazzetti &amp; Associates Caucasian, (Project Engineer)</td>
<td>$20,000.00</td>
<td>CM #1 - $6,775.00</td>
<td>CM #2 - $3,250.00</td>
<td>$30,025.00</td>
<td>Additional work for revising drawing for DSA review and bidding</td>
</tr>
<tr>
<td>F 990729-B7</td>
<td>Semans Communications, Inc., Caucasian, LBE (General Contractor)</td>
<td>$450,000.00</td>
<td>$0.00</td>
<td>CM #1 – $45,000.00</td>
<td>$495,000.00</td>
<td>Additional work for pulling copper wires to the secondary MPOE at Library to add voice capacity to South quadrant of campus, additional copper wiring to manhole #5 to add voice capacity to northwest quadrant of campus, remove obsolete cables from conduits for additional fiber, coax and copper cabling</td>
</tr>
<tr>
<td>G 980528-B28</td>
<td>All Star Telecom, Hispanic, MBE (General Contractor)</td>
<td>$102,000.00</td>
<td>$43,000.00</td>
<td>CM #2 - $14,500.00</td>
<td>$159,500.00</td>
<td>Additional conduit work into Rosenberg Library and Visual Arts</td>
</tr>
<tr>
<td>H 990429-B10</td>
<td>Best Roofing &amp; Waterproofing Asian (General Contractor)</td>
<td>$81,500.00</td>
<td>$3,500.00</td>
<td>CM #2 - $7,500.00</td>
<td>$92,500.00</td>
<td>Material substitution per District’s request for unifying roofing material used on both job at Batmale Hall roof</td>
</tr>
<tr>
<td>I 981217 – B-13a</td>
<td>Montgomery KONE Inc. Caucasian (Elevator Installer Contractor)</td>
<td>$222,750.00</td>
<td>$0.00</td>
<td>CM #1 – $12,141.00</td>
<td>$234,891.00</td>
<td>$3,100 for installing additional light fixtures and outlets at elevator pit, stairway and machine room; $9,041 for installing elevator recall system</td>
</tr>
<tr>
<td>J 980625-B11</td>
<td>Advanced Construction Inspections Caucasian (Inspector of Record)</td>
<td>$99,000.00</td>
<td>$6,390.00</td>
<td>CM #2 - $12,000.00</td>
<td>$117,390.00</td>
<td>Three additional inspection services @ 100 hr/month, for completing construction project as per requirement by DSA</td>
</tr>
<tr>
<td>ORIGINAL RESOLUTION NUMBER</td>
<td>GRANTOR/ CONTRACTOR</td>
<td>ORIGINAL CONTRACT AMOUNT</td>
<td>PREVIOUS CONTRACT MODIFICATION(s) AMOUNT</td>
<td>REQUESTED CONTRACT MODIFICATION AMOUNT</td>
<td>NEW CONTRACT AMOUNT</td>
<td>COMMENTS</td>
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</tr>
<tr>
<td>K 970123-B22</td>
<td>Shooter &amp; Butts, Inc., Caucasian (Landscape Contractors)</td>
<td>$45,164.00</td>
<td>$0.00</td>
<td>CM #1 - $2,530.00</td>
<td>$47,694.00</td>
<td>Construction labor and material costs increase</td>
</tr>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td>Total</td>
<td>$176,596.00</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.
TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to
MH Construction Management Co.,
(Resolution No. 991118-B5)

BACKGROUND INFORMATION:
Project: Airport Battery Fume Hood Replacement

The District has been communicating with the Airport Commission regarding the possibility of moving the Airport facilities to a new campus site. The discussion with the Airport Commission has been delayed by the Airport Expansion project; therefore it is necessary to complete this equipment replacement work to minimize the negative impact on the academic activities until the new campus is built.

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with MH Construction Management Co., (Asian), a certified Minority Business Enterprise and Local Business Enterprise, and the lowest responsible bidder, for the project: Airport Battery Fume Hood Replacement. The existing fume hood ventilation system used in class for demonstrating battery maintenance and assembly has been deteriorated by the battery’s acid fumes and the existing condition is beyond the usefulness of the equipment and materials. The acid fumes are a hazardous condition to students and faculties’ health if it is not properly ventilated and improper ventilation is a code violation. This project consists of installation of fume hood replacement and new ventilation ductwork installation.

The project is funded by 1996-1997 State Scheduled Maintenance grant, to be charged to Appropriation number 412272-0130-6202-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be given to contract with MH Construction Management Co., (Asian), a certified Minority Business Enterprise and Local Business Enterprise, and the lowest responsible bidder, at a cost of $19,300, to be completed on or before January 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to LC General Engineering and Construction, Inc., (Asian), a certified Minority Business Enterprise and Local Business Enterprise, and the lowest responsible bidder, for the project: Airport Building Exit Doors Replacement. Due to the prolonged exposure to the salty oceanic weather, the four (4) existing building exit doors are corroded beyond repair and are in need of replacement including weather seals and panic hardware to meet the current code requirement. This project consists of removal and replacement of the existing building doors.

The project is funded by 1996-1997 State Scheduled Maintenance grant, to be charged to Appropriation number 412271-0130-6202-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be given to contract with LC General Engineering and Construction, Inc., (Asian) a certified Minority Business Enterprise and Local Business Enterprise, and the lowest responsible bidder, at a cost of $16,928, to be completed on or before January 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

BOARD OF TRUSTEES
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DR. PHILIP R. DAY, JR., CHANCELLOR
TO: Board of Trustees  
FROM: Dr. Philip R. Day, Jr., Chancellor  
Subject: CAPITAL OUTLAY  
Authorization to Award Construction Contract to  
Amtech Lighting Service  
(Resolution No. 991118-B7)

BACKGROUND INFORMATION:  
Project: Airport Classroom Lighting Retrofit and Upgrade

The District has been communicating with the Airport Commission regarding the possibility of moving the Airport facilities to a new campus site. The discussion with the Airport Commission has been delayed by the Airport Expansion project; therefore it is necessary to complete this equipment replacement work to minimize the negative impact on the academic activities until the new campus is built.

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Amtech Lighting Service (Caucasian), the lowest responsible bidder, for the project: Airport Classroom Lighting Retrofit and Upgrade. The drop ceiling light fixtures in the classrooms were originally installed when the facility was constructed in 1972. More effective and energy efficient fixtures will replace the existing fixtures, lamps, and ballasts. This work includes the replacement of thirty-five (35) light fixtures with Energy Efficient T8 Lamps and Electronic Ballasts.

The project is funded by 1996-1997 State Scheduled Maintenance grant, to be charged to Appropriation number 412270-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Amtech Lighting Service (Caucasian), the lowest responsible bidder, at a cost of $23,242, to be completed on or before January 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
TO:       Board of Trustees
FROM:    Dr. Philip R. Day, Jr., Chancellor
Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to
B&T Spray Equipment Co.,
(Resolution No. 991118-B9)

BACKGROUND INFORMATION:
Project:    Airport Compressed Air Hose Reels and Hose Replacement

The District has been communicating with the Airport Commission regarding the possibility of moving the Airport facilities to a new campus site. The discussion with the Airport Commission has been delayed by the Airport Expansion project; therefore it is necessary to complete this equipment replacement work to minimize the negative impact on the academic activities until the new campus is built.

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with B&T Spray Equipment Co., (Caucasian), a certified Local Business Enterprise firm, and the lowest responsible bidder, for the project: Airport Compressed Air hose Reels and Hose Replacement. The original compressed air hose reels and hoses used at the high bay hanger shop have been in service since the aeronautics facility was constructed in 1972. The existing hose reels no longer work and pose a safety hazard to the students and faculties with the uncoiled hoses laying on the shop floor and the hoses are also work beyond repair. The work includes the replacement of twenty-one (21) existing hose reels and quick disconnects hoses and installation work.

The project is funded by 1996-1997 State Scheduled Maintenance grant, to be charged to Appropriation number 412273-0130-6202-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be given to contract with B&T Spray Equipment Co., (Caucasian), a certified Local Business Enterprise firm, and the lowest responsible bidder, at a cost of $7,978, to be completed on or before January 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

BOARD OF TRUSTEES
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DR. PHILIP R. DAY, JR., CHANCELLOR
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Harry Bharuchi LTD.
(Resolution No. 991118-B10)

BACKGROUND INFORMATION:
Project: Airport Window Covering Replacement

The District has been communicating with the Airport Commission regarding the possibility of moving the Airport facilities to a new campus site. The discussion with the Airport Commission has been delayed by the Airport Expansion project; therefore it is necessary to complete this equipment replacement work to minimize the negative impact on the academic activities until the new campus is built.

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Harry Bharuchi LTD., (Asian), a certified Minority Business Enterprise and Local Business Enterprise firm, and the lowest responsible bidder, for the project: Airport Window Covering Replacement. Prolonged exposure to the salty oceanic weather and the water damages from the roof leaks has caused the original window coverings in the classrooms with southern exposure to be damaged beyond repair and requires replacement in order to darken the classrooms for slide presentations. This project consists of removing the existing window shades and hardware and installing the new black-out shades in classrooms.

The project is funded by 1996-1997 State Scheduled Maintenance grant, to be charged to Appropriation number 412268-0130-6202-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be given to contract with Harry Bharuchi LTD., (Asian), a certified Minority Business Enterprise and Local Business Enterprise firm, and the lowest responsible bidder, at a cost of $7,000, to be completed on or before January 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services contract to F.E. Jordan Structural Engineers (Resolution No. 991118 – B11)

BACKGROUND INFORMATION:

Project: Evans Building Seismic Study

The District wishes to contract with F.E. Jordan Structural Engineers (African American), a certified Minority Business Enterprise and a Local Business Enterprise, to provide structural engineering services, for the Project: Evans Building Seismic Study located at the Evans Campus. The scope of work will include: inspect the existing facilities’ physical condition; verify buildings’ in-place construction conformity to the existing design drawings; identify any structural elements/connections/supports that fail to meet FEMA-178 requirement; evaluate the building’s structural lateral-load-resisting system; develop a conceptual seismic strengthening scheme; and provide an order-of-magnitude construction cost estimate. These services are necessary because should the District purchase the building, it will have to be brought up to current seismic codes for school buildings.

The cost for this contract will be charged to the General fund.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with F.E. Jordan Engineers (African American), a certified Minority Business Enterprise and a Local Business Enterprise, for special services and advice to provide the District with structural engineering services, for the Project: Evans Building Seismic Study located at the Evans Campus at a cost of $50,000, to be completed on or before June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

BOARD OF TRUSTEES
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DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award an Equipment Purchase Contract to General Electrical Industrial Systems
(Resolution No. 991118-B11a)

BACKGROUND INFORMATION:
Project: Science Hall Building Electrical Upgrade-Equipment Purchase
(bidding)

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the three qualified building electrical distribution equipment manufacturers’ Northern California sales representatives for the specified Science Hall building switchboard replacement equipment. District wishes to contract with General Electrical Industrial Systems, the lowest responsible bidder, for the project: Science Hall Building Electrical Upgrade-Equipment Purchase. The existing building electrical system was installed in 1940 and the current building electrical power supply capacity will not meet the increasing electrical power demands from electronic equipment used by both faculties and students. This purchase of new electrical switch gear equipment is necessary for meeting the construction schedule during the winter break and minimizing the interruption on the academic activities in the Science Building. The cost of this purchase includes providing switchboard equipment specified by Electrical Engineers, startup and commissioning equipment after installation, and training of the District’s Buildings and Grounds Department building engineers.

The project is funded by 1997-1998 State Scheduled Maintenance grant with 50% District match by General Obligation bond, to be charged to Appropriation number 420603-0130-6202-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be given to contract with General Electrical Industrial Systems, the lowest responsible bidder, at a cost of $58,500, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Equipment Purchase Contract to The Trane Company
(Resolution No. 991118-B11b)

BACKGROUND INFORMATION:
Project: Gough District Business Office Rooftop Heating/Ventilation/Air Conditioning Unit Replacement

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with The Trane Company (Caucasian), the lowest responsible bidder to provide rooftop heating/ventilation/air conditioning units for the project: Gough District Business Office Rooftop Heating/Ventilation/Air Conditioning Unit Replacement. District will gain substantial savings by purchasing equipment directly from the manufacturer. The actual equipment installation work will be performed by Pacific Coast Trane Service under separate contract.

The project is funded by 1997-1998 State Scheduled Maintenance grant with 50% District match by General Obligation bond fund, to be charged to Appropriation number 420611-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract The Trane Company (Caucasian), the lowest responsible bidder to provide rooftop heating/ventilation/air conditioning replacement units, at a cost of $6,540, to be completed on or before May 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

BOARD OF TRUSTEES
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DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE

DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract to Pacific Coast Trane Service
(Resolution No. 991118-B11c)

BACKGROUND INFORMATION:
Project: Gough District Business Office Rooftop Heating/Ventilation/Air Conditioning Unit Replacement

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Pacific Coast Trane Service (Caucasian), the lowest responsible bidder, for the project: Gough District Business Office Rooftop Heating/Ventilation/Air Conditioning Unit Replacement. The scope of work include installation of four rooftop heating/ventilation/Air Conditioning units with Environmental Protection Agency approved refrigerant, thermostats, disconnects, and supply and return air ducts adjustments.

The project is funded by 1997-1998 State Scheduled Maintenance grant with 50% District match by General Obligation bond fund, to be charged to Appropriation number 420611-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract Pacific Coast Trane Service (Caucasian), the lowest responsible bidder, at a cost of $22,342, to be completed on or before May 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

BOARD OF TRUSTEES
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DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
AMENDED 11/12/99

DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Conduct a Study Abroad Program to Costa Rica - Fall 2000 and to Contract with Centers For Academic Programs Abroad (CAPA) (Resolution No. 991118-B12)

BACKGROUND INFORMATION:

On April 25, 1996, the Board of Trustees adopted a resolution (960425-B19) authorizing an instructional Study Abroad Program in Costa Rica, Spring 1996. On January 23, 1997, the Board of Trustees adopted a resolution (970123-B17) to change the program dates from Spring, 1997 to Fall, 1997 and to contract with the firm of Consortium for International Education (CIE) to provide the necessary travel and logistical support arrangements for the “Semester in Costa Rica 1997” program. Since then, CIE has changed their name to Centers For Academic Programs Abroad (CAPA).

CAPA has been successfully providing us with services for our Study Abroad Program in Costa Rica since 1997. This organization consistently receives excellent evaluations from CCSF students and faculty participating in Study Abroad Programs in these countries. CAPA has agreed to work with the college to explore options that would afford low-income students the opportunity to actively participate in study abroad programs.

City College is now proposing to renew its contract with CAPA for the Fall of 2000. The scope of work, period of service and cost per student are as follows:

Study Abroad Program in Costa Rica. CAPA will provide the necessary travel and educational program arrangements for CCSF’s Study Abroad Programs in Costa Rica. The dates of this program will be: Fall 2000: August 19 - November 18, 2000. Cost per student, which includes international airfare, instruction, housing, two meals per day, student activities, excursions and ground transportation is $5199.
The costs of these programs are to be borne by the students. The District shall not expend any funds for transportation, housing, meals or incidentals.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to the San Francisco Community College District to conduct a Fall 2000 Study Abroad Program to Costa Rica, and that the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to contract with CAPA for travel and logistical program arrangements to Costa Rica, in connection with a credit program, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute such contract on behalf of the District to effectuate this resolution.

Joanne Low, Originator

11/18/99-B12 page 2
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Conduct a Study Abroad Program to the Silk Road in China - Summer 2000 and to Contract with AVIA Travel (Resolution No. 991118-B13)

BACKGROUND INFORMATION:

On July 31, 1997, the Board of Trustees adopted a resolution (970731-S3) authorizing an instructional Study Abroad Program, Summer 1998, to China. On November 20, 1997, the Board of Trustees adopted a resolution (971120-B13) to contract with the firm AVIA Travel to provide the necessary travel and logistical support arrangements for the “Summer in China 1998” program. On November 19, 1998, the Board of Trustees adopted a resolution (981119-B17) authorizing a Study Abroad Program, Summer 1999 to China, and to contract with Avia Travel to provide the necessary travel and logistical support arrangements for the program.

AVIA Travel has been successfully providing us with services for our Study Abroad Program for two (2) consecutive summer programs for China. AVIA has agreed to work with the college to explore options that would afford low-income students the opportunity to actively participate in study abroad programs.

City College is now proposing to renew its contract with AVIA Travel for the Summer of 2000. The scope of work, period of service and cost per student are as follows: Study Abroad Program to The Silk Road, China. AVIA will provide the necessary travel and educational program arrangements for CCSF’s Study Abroad Programs in China. The dates of this program will be: Summer 2000: June 30 to July 16, 2000. Cost per student, which includes airfare, instruction, housing, student activities, excursions and ground transportation is $2879.

11/18/99-B13 page 1
The costs of these programs are to be borne by the students. The District shall not expend any funds for transportation, housing, student activities, excursions and ground transportation.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to the San Francisco Community College District to conduct a Summer 2000 Study Abroad Program to the Silk Road in China, and that the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to contract with AVIA Travel for logistical and program arrangements to China in connection with a credit program, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute such contract on behalf of the District to effectuate this resolution.

Joanne Low, Originator

11/18/99-B13 page 2
TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr. Chancellor

SUBJECT: GRANTS
Authorization to Contract with San Francisco Unified School District, Regional Occupation Program (ROP)
(Resolution No. 991118-B14)

BACKGROUND INFORMATION:

ROP is the state funded adult regional vocational education program which is in San Francisco is known as San Francisco County Regional Occupational Program SFC/ROP.

In 1969, the San Francisco Unified School District (SFUSD), CCSF and ROP agreed that CCSF would conduct such programs and training for adults. SFUSD is responsible for vocational programs and occupational training given at the 12th grade or lower levels. However, in those instances when CCSF cannot accommodate an occupational training or retraining program or meet a particular unforeseen need for an occupational program for adults, SFUSD is authorized to offer a program.

The CalWORKs program is funded to provide work-study opportunities for CalWORKs recipients who are enrolled in educational programs at the college. The funding is intended to provide work experiences directly related to the students training and career interest and simultaneously provides an additional source of income within the requirements of the CalWORKs program. A minimum of 25% of the students’ wages must be provided from sources other than through CalWORKs funding. This contract will provide matching funding for CalWORKs students who will work off campus while attending CCSF. The remaining portion of the students’ wages will be paid from the CalWORKs grant. No general fund monies from the District are required.

11/18/99 – B14 page 1
RECOMMENDATION:

RESOLVED: That authorization be hereby given to enter into an agreement with Regional Occupational Programs (ROP) of the SFUSD to match wages of CalWORKs participants for the period of November, 1999 through June, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator

11/18/99 – B14 page 2
Date: November 18, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

GRANTS
Authorization to enter into an agreement with the California Trade and Commerce Agency to provide funding in the amount of $184,450 for the San Francisco Small Business Development Center for the period January 1, 2000 to December 31, 2000.
(Resolution No. 991118-B15)

BACKGROUND INFORMATION:

On June 24, 1999, the Board of Trustees authorized the submission of a renewal application and appropriation of all funds receivable upon approval by the Chancellor’s Office California Community Colleges, Office of Economic Development, for a grant to reopen the Small Business Development Center (SBDC). The grant in the amount of $140,550 was approved in July, 1999, and the SBDC has been able to provide limited services to small business owners for the past few months. At the time the District asked for authorization to renew the Chancellor’s Office grant. The California Trade and Commerce Agency (CTCA) was interested in developing a new contract with the SBDC. The District did not renew its 1998 SBDC contract with the CTCA because the benefits of the SBDC to the College were modest at best. New leadership at the SBDC will complement and enhance the District’s small business program.

In October, 1999, the California Trade and Commerce Agency offered a contract to supplement the Chancellor’s Office grant. The purpose of the new grant is to provide funding in the amount of $184,450 for the period January 1, 2000 to December 31, 2000. City College will be the fiscal agent for this grant. The 2000 program budget requires $64,500 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 District’s general fund.

11/18/99 – B15 page 1
**Income**

California Trade and Commerce Agency: $184,450  
Small Business Development Center

**Expenditures**

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**RECOMMENDATION:**

RESOLVED: That authorization be given to enter into an agreement with the California Trade and Commerce Agency to provide funding in the amount of $184,450 for the San Francisco Small Business Development Center for the period January 1, 2000 to December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Steven Glick, Originator

11/18/99 – B15 page 2
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to contract with Santa Clara County Office of Education for training and technical support in conjunction with Cisco, Inc.
(Resolution No. 991118-B16)

BACKGROUND INFORMATION:

Santa Clara County Office of Education serves as a “regional academy” in a program sponsored by the Cisco Corporation for the purpose of providing college and high school instructors with current, industry-relevant computer training. City College wishes to send two instructors to this training.

The training offered by Santa Clara County Office of Education will cost $3,500 for the 1999-00 school year and will include technical support, software and other curricular materials in addition to the instructor training. This money will come from a VATEA allocation that totals $3,500.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Santa Clara County Office of Education for training and technical support necessary to offer instruction in computer networking and routers for the period July 1, 1999 to June 30, 2000, in the amount not to exceed $3,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert F. Manlove, Originator

11/18/99 B16 page 1
DATE: November 18, 1999  
B17

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Contract for Special Services with Rosita Lucas
(Resolution No. 991118-B17)

BACKGROUND INFORMATION:

The Title III Project of City College of San Francisco wishes to retain the services of Rosita Lucas to work with the staff of the Office of Research, Planning and Grants on the development of additional grant opportunities, especially in the area of instructional improvement. Ms Lucas will provide support for the grants resource office to obtain information on grant opportunities in the area of educational technology; student success and student services, and will work with the Grants Resource Coordinator to write proposals to federal, state and local agencies and foundations. The total contract is for $8,000, provided by the Title III grants. The contract is for the period of November 19, 1999 through February 27, 2000.

RECOMMENDATION:

RESOLVED: That authorization be hereby given for approval to contract with Rosita Lucas for special services to provide support for the grants resource office and the Grants Resource Coordinator for the time period of November 19, 1999 through February 27, 2000, in the amount not to exceed $8,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

11/18/99 – B17 page 1
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval of Special Services Contract with Goodly Co.
(Resolution No. 991118-B18)

BACKGROUND INFORMATION:

The Office of Contract Education (Contract Ed) has been providing educational training services to a broad base of clients for many years. Currently, for marketing and promotional purposes, Contract Ed uses primarily print materials for our clients of both public and private sectors. To promote itself in the e-commerce marketplace, Contract Ed needs to develop new marketing tools to be in line with the latest technology. A VCD disk can either be used to complement our website or as a stand-alone marketing material.

Contract Ed wishes to retain the special services of Goodly Co. to produce the marketing VCD disk. The total project cost will be $5,500, which includes filming, editing, disc productions and packaging for 1,000 copies. The service will be conducted between October 28, 1999 and December 31, 1999. A 50% advance payment of $2,750 is due before the filming starts. Balance of $2,750 is due upon delivery of all diskettes.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the Goodly Co. for developing and producing the Contract Education marketing VCD diskettes during October 28, 1999 and December 31, 1999, at a cost not to exceed $5,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator
DATE: November 18, 1999
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
SUBJECT: GRANTS
Approval of Special Services Contract with Electro-Test, Inc.
(Resolution No: 991118-B19)

BACKGROUND INFORMATION:

On August 27, 1998, the Board of Trustees approved Resolution No. 980827-B13 authorizing an agreement between the Office of Contract Education and the San Francisco Airport Commission (SFAC) for providing health and safety training for an amount up to $224,310. The SFAC has requested electrical safety for industrial systems. The program is designed to explain the principles of recognizing and correcting dangerous conditions, avoiding unsafe acts, working safely, and understanding codes and standards relating to the industry.

Based on the SFAC’s requirement, the Office of Contract Education wishes to retain the special services of Electro-Test, Inc. to provide the training for this project. Electro-Test, Inc. has over twenty years experience in the training of electrical personnel. It specializes in providing training in working with low, medium and high-voltage electrical equipment for transmission, distribution, and generation facilities. The above recommendation has been approved by the SFAC.

The training program will consist of two 12-hour workshops to be conducted during the period of October 25, 1999 to November 30, 1999. The cost for the contract will be $5,560 for up to 16 students. For more than 16 students, an additional $250 per student will be added to the contract price.

The funds for the contract are from the SFAC Training Contract. No district matching is required.
RECOMMENDATION:

RESOLVED: That authorization is hereby given to contract with Electro-Test, Inc. for providing the Electrical Safety for Industrial Systems training to employees of San Francisco Airport Commission for a total cost not to exceed $5,560 plus $250 per student in excess of 16 students. The training will be conducted during the period of October 25, 1999 to November 30, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

11/18/99 – B19 page 2
DATE:  November 18, 1999

TO:  Board of Trustees

FROM:  Dr. Philip R. Day, Jr., Chancellor

Subject:  GRANTS

Approval for Special Services with the Children’s Council of San Francisco
(Resolution No. 991118-B20)

BACKGROUND INFORMATION:

The Children’s Council of San Francisco in collaboration with other community organizations has initiated a project to support efforts for providing quality child care for children with special needs. As part of that project, they will provide $3000 for the Child Development and Family Studies Department to offer a course, Children with Special Needs, during the Spring 2000 semester. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to enter into an agreement with The Children’s Council of San Francisco to conduct a Children with Special Needs credit course during the Spring 2000 semester for a sum not to exceed $3,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor, of Finance & Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

11/18/99 – B20 page 1
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Contract for Special Services with Carolyn Peter
(Resolution No. 991118-B21)

BACKGROUND INFORMATION:

The Diego Rivera Mural Project of City College of San Francisco wishes to enter into a special services agreement with Carolyn Peter, a San Francisco art consultant, to provide the following services at $25 per hour: Coordination and technical assistance regarding the placement of the new Diego Rivera Portable Exhibit in museums, galleries, schools and other venues in the City and County of San Francisco; planning and coordination for the second meeting of the International Advisory Council to the Diego Rivera Project; research and policy development regarding the use of the Diego Rivera mural image in books and other media; coordination with The Mexican Museum and the SF Art Institute of a visiting art scholar from Mexico. The source of the funding is the general fund budget of the Office of Research, Planning and Grants. The total of the contract is for $11,000 for the period of November 19, 1999 through May 31, 2000.

RECOMMENDATION:

RESOLVED: That authorization be hereby given for approval to contract with Carolyn Peter to provide special services for the Diego Rivera Mural Project for the time period of November 19, 1999 through May 31, 2000, in the amount not to exceed $11,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

11/18/99 – B21 page 1
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS Approval of Special Services Contract with Franciscan Communications
(Resolution No. 991118-B22)

BACKGROUND INFORMATION:

Bio-Link at City College is funded by a National Science Foundation Grant to be the Advanced Technological Education Center for Biotechnology. Bio-Link, the National Center, needs the services of layout, design and production professionals to publish a newsletter for national distribution on a quarterly basis. Bio-Link further requires the expertise of professional designers to help it create a distinctive identity at trade shows throughout the country. To provide this professional assistance, Bio-Link wishes to retain the services of Franciscan Communications.

There is no additional space or in-kind match required. The Bio-Link grant will provide the funding for the services rendered by Franciscan Communications.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to contract with Franciscan Communications to layout and produce a quarterly newsletter and to create the graphics for participation in trade shows for the CCSF Bio-Link in the amount not to exceed $11,570.45, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Frances Lee, Originator
Elaine Johnson, Originator

11/18/99 – B22 page 1
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS

Approval of Special Services Contract with Eric Crane
(Resolution No. 991118-B23)

BACKGROUND INFORMATION:

Bio-Link at City College is funded by a National Science Foundation Grant to be the Advanced Technological Education Center for Biotechnology. Bio-Link, the National Center, needs the services of a qualified professional to perform data analysis on the results of the Bio-Link survey developed in partnership by the Northern California Biotechnology Center (a partnership between community colleges and biotechnology industries) and WestEd (a San Francisco non-profit research, development and service agency dedicated to improving education and other opportunities for children, youth and adults), to document the successes and characteristics of biotechnology programs, faculty and students nationwide. To provide this professional assistance, Bio-Link wishes to retain the services of Dr. Eric Crane, of New Education Options. Mr. Crane will assist Bio-Link staff and other consultants in performing statistical analysis of a highly specialized nature on the collected data. Throughout the contract period, Mr. Crane will work closely with the Bio-Link evaluator, Dan Weiler Associates, and with Ms. Hershbell, of WestEd, one of the Survey’s original developers.

There is no additional space or in-kind match required. The Bio-Link grant will provide the funding for Mr. Crane’s services.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to contract with Eric Crane to perform data analysis for the CCSF Bio-Link in the amount not to exceed $2,800 to be billed at an hourly rate of $60.00 an hour, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Frances Lee, Originator
Elaine Johnson, Originator

11/18/99 – B23 page 1
Date: November 18, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to amend the following one (1) resolution(s) as indicated in the table totaling $25,000
(Resolution No. 991118 – B24)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 990429-B20</td>
<td>California Community Colleges/ Economic Development/ Job Development Incentive Training Fund/Roberto Lopez</td>
<td>Mar 4, 1999- Feb. 29, 2000</td>
<td>$20,000</td>
<td>Extend contract date to Mar 31, 2000, and to increase amount by $5,000</td>
<td>$25,000</td>
<td>For additional services Originator: Phyllis McGuire</td>
</tr>
<tr>
<td>990729-B15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION:
RESOLVED: That the Board authorizes the specific amendment to the resolution(s) as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Approval of Training Contract with Air China
(Resolution No. 991118-B25)

BACKGROUND INFORMATION:

Air China, a commercial airline headquartered in Beijing, People’s Republic of China, has requested City College of San Francisco (CCSF) to provide a customized Flight Standard and Air Traffic Communication Skills training program to their pilots. The program will include a series of 24-week training cycles. The training will focus on building the trainees’ competence in English listening, speaking, reading and writing levels in relation to the airline industry. In addition to class room instruction, CCSF also will arrange regular teaching at the Air Traffic Control Center in Oakland and San Francisco for the purpose of improving trainees’ understanding of English expressions concerning flying, air traffic control and management. Each training cycle is designed for 15 to 20 trainees and will be conducted at CCSF facilities. CCSF also agrees to provide all necessary transportation and translation services during the training course. The contract amount will be $4,900 per person per training cycle. Minimum enrollment is 15 trainees per class. The training will be scheduled between November 15, 1999 and June 30, 2002 upon mutual agreement.

The estimated project costs for seven training cycles over the next 30 months are as follows:

Income
Air China Training Contract $583,100*

Expenditures:
Academic Salaries and Benefits $247,296
Consultants and Guest Speakers 64,575
Learning Lab Aide 29,400
Training Materials 7,000
Subcontracted Transportation & Translation Services 214,200*
Instructor Transportation and Project Management 20,629

$583,100

* Based on an average of 17 trainees per class.
The funds for the contract are from the Air China Training Contract. No district match is required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Air China for providing an estimate of seven cycles of the Flight Standard and Air Traffic Communication Skills training between November 15, 1999 and June 30, 2002, at a cost of $4,900 per student per training cycle, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

11/18/99 – B25 page 2
AMENDED 11/19/99

DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval of three two Special Services Contracts with: 1) Andrew Davies, and 2) Da Tung International Group Inc. (Resolution No: 991118-B26)

BACKGROUND INFORMATION:

Board Resolution No. 991118-B26 991118-B25 authorized the Office of Contract Education to contract with Air China for providing a series of customized Flight Standard and Air Traffic Communication Skills training programs to Air China’s pilots. The work involves in this training are highly technical and industry specific. The Office wishes to retain the special services and technical advice from the following parties:

1) To contract with Andrew Davies, an FAA Flight Standard inspector and ATC trainer, for providing up to 63 hours of field demonstration of Air Traffic Control Center operations, and the use and interpretation of acceptable air traffic control instructions, at the rate of $75 per hour for a total cost not to exceed $4,725 for the first 24-week training cycle.

2) To contract with Da Tung International Group Inc. for providing all required transportation and translation services at a cost of $1,800 per person per training cycle for an estimate of seven cycles scheduled between November 15, 1999 and June 30, 2002.

The funds for the contract and special services are from the Air China Training Contract. No district matching is required.

11/18/99 – B26 page 1
RECOMMENDATION:

RESOLVED: That authorization be hereby given to enter into two special service agreements with: 1) Andrew Davies for providing up to 63 hours of field demonstrations of the Air Traffic Control Center operations and the use and interpretation of acceptable air traffic control instructions for the first 24-week training cycle, at a total cost not to exceed $4,725; and 2) Da Tung International Group, Inc. for providing the required transportation and translation services at the cost of $1,800 per student per training cycle for an estimate of seven cycles scheduled between November 15, 1999 and June 30, 2002, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng,Originator

11/18/99 – B26 page 2
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies, Services, Etc., less than $3,000
(Resolution No. 991028-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $397,024.83 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

<table>
<thead>
<tr>
<th>Direct Payments</th>
<th>$ 41,110.47</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase Orders</td>
<td>304,686.76</td>
</tr>
<tr>
<td>Travel/Mileage</td>
<td>51,227.60</td>
</tr>
<tr>
<td>GRAND TOTAL:</td>
<td>$397,024.83</td>
</tr>
</tbody>
</table>

James Kendrix, Originator

10/28/99 - C1 page 1
Date: November 18, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies, Services, Etc., more than $3,000
(Resolution No. 990930-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A’.

GRAND TOTAL: $5,786,627.68

James Kendrix, Originator

11/18/99 - C2 page 1
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Equipment, Supplies & Services
Acceptance of Gifts
(Resolution No. 991118-C3)

BACKGROUND INFORMATION:

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:

WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Vice Chancellor of Academic Affairs, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees, are hereby authorized to accept the gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>DONOR</th>
<th>BENEFICIARY</th>
<th>MARKET VALUE DECLARED BY DONOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Cash</td>
<td>Jeff Townsend Vallejo, CA</td>
<td>Student Health Services</td>
<td>$500</td>
</tr>
<tr>
<td>2) Art Prints</td>
<td>Marion Rose Miller San Francisco, CA</td>
<td>Broadcast Electronic Media Arts</td>
<td>$2,000</td>
</tr>
<tr>
<td>3) Cash</td>
<td>Joan Hurley The CA Wellness Foundation Woodland Hills, CA</td>
<td>Student Health Services</td>
<td>$300</td>
</tr>
<tr>
<td>4) Cash</td>
<td>Philanthropic Ventures Foundation Oakland, CA</td>
<td>Calworks &amp; PAES Students</td>
<td>$5,000</td>
</tr>
</tbody>
</table>
DATE: November 18, 1999  F1

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Resignation
Non-Educational
Academic Administrative Position
(Resolution No. 991118-F1)

BACKGROUND INFORMATION:

Resolution No. 991118-F1 covers the resignation of a non-educational academic administrator.

RECOMMENDATION:

RESOLVED: That the resignation of NICHOLAS HOVLAND from any and all employment with the San Francisco Community College District be accepted effective November 30, 1999.

Clara Starr, Originator
11/18/99 – F1 page 1
TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Authorization to amend employment Contract(s) (Resolution No. 991118 - L1)

BACKGROUND INFORMATION:

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.
RECOMMENDATION:

RESOLVED: That the Board of Trustee 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.

<table>
<thead>
<tr>
<th>INSURANCE COMPANIES</th>
<th>I. D. NO.</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Great American Life</td>
<td>09932</td>
<td>50.00</td>
</tr>
<tr>
<td>Hartford Life</td>
<td>25529</td>
<td>25.00</td>
</tr>
<tr>
<td>IDS</td>
<td>03646</td>
<td>288.00</td>
</tr>
<tr>
<td>Met Life</td>
<td>55592</td>
<td>75.00</td>
</tr>
<tr>
<td>Met Life</td>
<td>55671</td>
<td>200.00</td>
</tr>
<tr>
<td>Northern Life</td>
<td>01038</td>
<td>800.00</td>
</tr>
<tr>
<td>Security First</td>
<td>55088</td>
<td>120.00</td>
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<tr>
<td>Security First</td>
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<td>200.00</td>
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<td>Security First</td>
<td>56248</td>
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</tr>
<tr>
<td>Security First</td>
<td>32744</td>
<td>200.00</td>
</tr>
<tr>
<td>Strong Fund</td>
<td>54655</td>
<td>388.00</td>
</tr>
<tr>
<td>VALIC</td>
<td>54176</td>
<td>100.00</td>
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<tr>
<td>VALIC</td>
<td>07136</td>
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<tr>
<td>VALIC</td>
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<td>200.00</td>
</tr>
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<td>VALIC</td>
<td>55368</td>
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### b) CUSTODIAL ACCOUNTS

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<th>I. D. NO.</th>
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<tbody>
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<td>50178</td>
<td>200.00</td>
</tr>
<tr>
<td>12438</td>
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<tr>
<td>54755</td>
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<tr>
<td>02736</td>
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<td>56471</td>
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<tr>
<td>55106</td>
<td>600.00</td>
</tr>
<tr>
<td>41980</td>
<td>384.62</td>
</tr>
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</table>

### c) TERMINATION/CANCELLATIONS

<table>
<thead>
<tr>
<th>I. D. NO.</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>07524</td>
<td>203.00</td>
</tr>
<tr>
<td>21574</td>
<td>200.00</td>
</tr>
<tr>
<td>55033</td>
<td>25.00</td>
</tr>
<tr>
<td>12438</td>
<td>500.00</td>
</tr>
<tr>
<td>54755</td>
<td>384.61</td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

11/18/99 – L1 page 3
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Institutional Self-Study Report Certification
(Resolution No. 991118-S1)

BACKGROUND INFORMATION:

Every six years, institutions of higher education are asking to participate in voluntary accreditation review and conduct a self-study. For the past 18 months, City College has been working diligently in this regard. More than 150 faculty, staff, and students have been fully involved in the process of assessing the College’s strengths and weaknesses in conformity with the WASC Guide to and Criteria for Institutional Self-Study. Approximately 300 recommendations have been reflecting the level of analysis conducted with the intent to move forward in areas where the need for improvement and/or change in procedures had been noted.

RECOMMENDATION:

RESOLVED: That the Self-Study Report is submitted for purposes of assisting in the determination of the institution’s accreditation status, and

FURTHER BE IT RESOLVED: That the Board of Trustees certifies that there was broad participation by the College community and believes the Self-Study Report accurately reflects the nature and substance of the institution, and that the faculty, staff, and students who participated in this process should be commended for their extraordinary efforts.

Dr. Philip R. Day, Jr., Originator
Dean Sandra Handler, Originator

11/18/99 – S1 page 1
FOR INFORMATION ONLY

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

Subject: Report on contracts under $50,000, Office of Contract Education,
City College of San Francisco, November 1999

This report is for information only on contracts that the Office of Contract Education negotiated or amended under $50,000 for the month of November 1999.

- San Francisco Juvenile Probation Department (SFJPD) – Contract total $7,500, term October 22, 1999 to December 31, 1999, for 50 hours of custodial skills upgrade training.

- San Francisco Department of Public Transportation (DPT) – Contract total $1,100, term October 30, 1999 to October 30, 1999, for providing an 8-hour Custodial Assistant Supervisor Test Preparation class.
DATE: November 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: INFORMATIONAL REPORT
NO ACTION NECESSARY
Sabbatical Leaves – Spring 2000
Academic Employees

BACKGROUND INFORMATION:

The following academic employees have been granted sabbatical leaves for the Spring 2000 semester under the SFCCD/AFT Local 2121 Contract as indicated:

Spring 2000 SABBATICAL AWARDS

ONE SEMESTER

Faculty Member          Department
Grant, Fumiko          Foreign Languages
Jardim, Philip          Biology
Meehan, Joan           English
Redfearn, Germain       Foreign Languages
Roaman, Chester         ESL
Rose, Arthur            Business
Schlesinger, Sandra     English
Verdugo, Diane          Counseling – EOPS

SPLIT 1ST HALF

Faculty Member          Department
Chong-Delon, Patty      Counseling
Foltz, Francine         English
Heredia, Maria L.       Counseling
McClain, Laurene W.     Social Sciences
### ONE YEAR continued in SP00

<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chung, Catherine</td>
<td>ESL</td>
</tr>
<tr>
<td>Costa, Greg</td>
<td>ESL</td>
</tr>
<tr>
<td>Haight, Eve</td>
<td>ESL</td>
</tr>
<tr>
<td>Killebrew, Ann</td>
<td>Vocational Nursing</td>
</tr>
<tr>
<td>Yu, Raymond</td>
<td>Counseling</td>
</tr>
</tbody>
</table>

### ONE YEAR SP00 – F00

<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dewar, Cynthia</td>
<td>English/Speech</td>
</tr>
<tr>
<td>Katz, Jonathan</td>
<td>Gay, Lesbian &amp; Bisexual Studies</td>
</tr>
<tr>
<td>Wang, Alicia</td>
<td>ESL</td>
</tr>
<tr>
<td>Wille, Patrick</td>
<td>Hotel &amp; Restaurant</td>
</tr>
</tbody>
</table>

### SPLIT 2ND HALF

<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aho, Patricia</td>
<td>ESL</td>
</tr>
<tr>
<td>Fracchia, Charles</td>
<td>Library/Learning Resources</td>
</tr>
<tr>
<td>Gonzalez, Ronald</td>
<td>Architecture</td>
</tr>
<tr>
<td>Tsao, Chi-Wing</td>
<td>Chemistry</td>
</tr>
<tr>
<td>Webb, Nancy</td>
<td>CIS</td>
</tr>
</tbody>
</table>

**Total Spring 2000 Sabbatical Awards:** 26
Date: December 16, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Review of the Quarterly Financial Report
(Resolution No. 991216-B1)

BACKGROUND INFORMATION:

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.

RECOMMENDATION:

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, 1999 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD.

James Kendrix, Originator

12/16/99 – B1 page 1
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to contract with Steinhart & Falconer LLP
(Resolution No. 991216- B2)

BACKGROUND INFORMATION:

The College has been served with a lawsuit involving the College’s Website and Teacher Review, a private website. Staff is recommending the retention of the firm of Steinhart and Falconer LLP by the District to provide a defense in this litigation. One of the partners who will be involved in the defense has successfully represented Internet access, service and content providers in online defamation litigation. It is anticipated that this same firm will be approved by a committee of the Statewide Association of Community Colleges (SWACC) in January of 2000. With that approval, the firm will be contracted with SWACC to provide legal services to the District.

RECOMMENDATION

RESOLVED: That authorization be hereby given to contract with Steinhart & Falconer LLP, pursuant to Government Code Section 53060,for the provision of legal defense services in the case of Curzon-Brown v. SFCCD, et al., at a rate not to exceed $170/hour, and

FURTHER BE IT RESOLVED: That the Chancellor and/or Vice Chancellor for Finance and Administration are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Ronald Lee, Originator

12/16/99 – B2 page 1
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Authorization to Contract with
Mason Tillman Associates, LTD.
(Resolution No. 991216-B3)

BACKGROUND INFORMATION:

Mason Tillman Associates, LTD. has assisted the District in developing and implementing an M/W/LBE program through 1) the completion of a Disparity Study on Minority and Woman-owned Business Enterprises 2) development of the program standards, guidelines, rules and regulations. At the September 30, 1999 Board of Trustees meeting Resolution No. 990930-S7 was approved adopting the District’s M/W/LBE Program.

At the meeting of the Board of Trustees Diversity Committee meeting held during August of 1999 the Board of Trustee’s Diversity Committee requested that Mason Tillman Associates, LTD. be further engaged by the District to: 1) develop a training program for staff; 2) develop a database tracking system for the District’s use; 3) provide monthly reporting back to the Board of Trustees during the fiscal year; and 4) develop a outreach program to enhance communication with vendors.

Additionally, the District further requires the assistance of Mason Tillman Associates, LTD. in serving as the Contract Compliance function on behalf of the District until such time as the District can bring sufficient staffing in-house to manage the program.
The costs for the needed services are as follows:

Develop training program, database-tracking system, monthly reporting and developing an outreach program $ 53,825

Serving as the Contract Compliance Office 102,360

Total $156,185

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Mason Tillman Associates, LTD. to assist in the implementation of the District’s M/W/LBE Program during the 1999-2000 fiscal year at a cost not to exceed $156,185, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

James Kendrix, Originator

12/16/99 – B3 page 2
CERTIFICATION OF RESOLUTION 991216-B4
The following resolution was adopted by the Board of Trustees of San Francisco Community College District:

DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of Special Personnel Services Contracts with Angus – Hamer Networking (Resolution No: 991216-B4)

BACKGROUND INFORMATION:

Angus-Hamer Networking has been providing network consulting services for City College since 1996, both in the area of operational technical consulting to the Information Technology Services Department (ITS) on the college’s wide area network (WAN), and in designing the new network infrastructure. Last fall the Board authorized a contract with Angus-Hamer Networking to produce the comprehensive CCSF network survey, which is the college’s plan for building the new network infrastructure.

With the availability of the General Obligation Bond Funds, CCSF finally began construction of the college’s network infrastructure this summer. The Phelan Campus Conduit Infrastructure Repair has been completed and the Phelan Campus Fiber Backbone Project is scheduled for completion by the end of the year, and the Cloud Hall Voice and Data Cabling that is part of the general Cloud Hall Remodeling Project has been completed. The Phelan Campus Building Wiring Project is scheduled to go out for bid in December and a contract is scheduled to be awarded in January so that construction can begin in February.

The Board of Trustees at its August 26, 1999 meeting approved Resolution No. 990826-B21 which authorized a contract with Angus-Hamer Networking to provide the construction/project management and oversight for the projects listed above on a month-to-month basis through December 31, 1999. At the time of the August 26 resolution, the ITS Department had intended to prepare an

12/16/99 – B4 page 1
Request for Proposal (RFP) to hire a construction/project management firm to oversee the entire Technology Network Project. In the process of preparing the RFP, the College reviewed the business impact of bringing on a new consultant other than Angus Hamer Networking to oversee and manage the Technology Network Project. As City College is already in the middle of this project, the learning curve for a new consultant would be significant and would necessarily result in schedule delays. As instructional programs have already begun planning for use of the new network infrastructure for next fall, any further delay would have negative impact on instruction. In addition, with the necessity for the administrative information systems to upgrade to Banner 4.0, the new network infrastructure is needed to ensure widespread access to Banner. For these reasons, the ITS Department is recommending that the College continue contracting with Angus-Hamer at the current rate through June 30, 2000. At that time, a further evaluation can be made regarding the level of project management services that will be needed as the Technology Infrastructure Project proceeds.

In addition, by Resolution No. 990624-B6, the Board of Trustees has previously approved a contract with Angus-Hamer to continue to provide operational technical support to the ITS Department for the College’s wide area network for the fiscal year 1999-2000 at a cost not to exceed $101,000 which is covered by the ITS Department’s general funds. As the functions, duration and funding of these two contracts are different, they will be treated as separate contracts.

This current resolution continues the contract with Angus-Hamer Networking to provide the construction/project management and oversight for these projects on a month-to-month basis through June 30, 2000. The monthly rate for this contract is $81,615. The total contract for construction/project management will not exceed $489,690 for the six-month period.

The cost of this contract for network infrastructure construction/project management will be funded with the proceeds of the College’s general obligation bonds.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Angus Hamer Networking to provide construction/project management and oversight for the City College Technology Network Project for period from January 1, 2000 through June 30, 2000 for a total contract cost not to exceed $489,690, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

12/16/99 – B4 page 2
Passed and adopted on December 16, 1999, by the Board of Trustees of the San Francisco Community College District.

I, Peter Goldstein, Vice Chancellor of Finance and Administration, 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
Vice Chancellor of Finance and Administration
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of Equipment Leasing
(Resolution No. 991216-B5)

BACKGROUND INFORMATION:

City College of San Francisco is currently using five Hewlett Packard 9000 servers to provide administrative information systems support, instructional support and library support. Three of the servers are over six years old. One of the servers is on a 3-year lease, which expires in June 2000. The Information Technology Services Department (ITS), has explored the costs of leasing three new Hewlett Packard, N-class servers to replace four of the current servers, excluding the Library server, while keeping the operational costs neutral. This resolution authorizes a lease from Hewlett Packard Company of one server, as the ITS Department needs to phase in the installation of these servers. This first new server is the development server for administrative information systems. In addition, it will provide two new needed functions: disaster recovery of the Banner production server and a centralized back-up solution for network servers. The four-year costs for this server, hardware, software, four-year maintenance and installation are $523,424, ($364,321 for hardware, $131,313 for the four-year maintenance costs, and $27,840 for installation and implementation costs). At the end of the lease period, City College will have the option to purchase the equipment for one dollar. The cost for straight leasing without this one-dollar purchase option is more expensive. The cost for this four-year lease is $12,361 monthly and $148,338 annually.

As the equipment will be procured through CMAS (California Multiple Award Schedule), further bidding is not required.
RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Hewlett Packard Company for the leasing of computer equipment, software and hardware and software maintenance for a period of 48 months beginning after December 16, 1999 for an annual cost not to exceed $148,338 and total cost not to exceed $523,424, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

12/16/99 – B5 page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of Equipment Purchase
(Resolution No: 991216-B6)

BACKGROUND INFORMATION:

With the availability of the General Obligation Bond Funds, CCSF began construction of the college’s network infrastructure, this past summer: The Phelan Campus Conduit Infrastructure Repair Project has been completed; the Phelan Campus Fiber Backbone Project is scheduled for completion by the end of the year; the Cloud Hall Voice and Data Cabling that is part of the general Cloud Hall Remodeling Project has been completed. For the campus to utilize the Phelan Campus fiber backbone, termination equipment (switches) must be procured and installed in the telecommunications closets for the buildings on Phelan campus. This resolution authorizes the procurement of the fiber switching electronics equipment for both Phelan campus, and the outlying campuses, to be installed when those buildings are wired.

During the month of October, Angus-Hamer Networking, the Technology Network Project consultants for City College and a team of ITS Department staff evaluated five major vendor solutions for backbone switches: Hewlett-Packard, Extreme, Alcatel, Lucent and Cisco. The evaluation team attended presentations by each vendor who was given a list of questions to answers and technology solutions to demonstrate. The evaluation team rated the products as well as the vendor solutions and ranked Hewlett Packard and Lucent the highest. The recommendation of the evaluation team was endorsed by the Network Subcommittee of the Computer Policy Committee. Both vendors were invited to submit bid proposals through local retailers (VARS) who participate in the CMAS (California Multiple Award Schedule) Program.

Prior-year Instructional Equipment Block grant funds, which can be spent on technology infrastructure upgrades, $951,000, have been set aside to cover the cost of this equipment purchase.
RECOMMENDATION:

RESOLVED: That authorization be hereby given to purchase backbone switching electronics equipment as part of the Technology Network Project from _________ Corp. during the period from January 1, 2000 through December 31, 2001 for a total contract cost not to exceed $__________, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

12/16/99 – B6 page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to Award a Special Service Contract with SCT Corporation.
(Resolution No. 991216- B7)

BACKGROUND INFORMATION:

As of July 1, 1999 the District completed its payroll transition from the City and County of San Francisco payroll processing to in-house payroll production. The Payroll Department has been under staffed for several months because of the difficulties in recruiting supervisory staff in a tight labor market. During the last five months two extensive advertising campaigns have yielded small pools of applicants for interviews. The District did in fact offer the position to a well-qualified individual, who accepted our position. However, on the day the individual was scheduled to start employment with the District, the current employer offered a package that resulted in the person not accepting the District’s position. There is currently a new applicant pool that is being evaluated for interviews during January 2000; however, it is still necessary that additional supervisory expertise be brought in to assist the District. The SCT Corporation provides the best source for the needed expertise until such time a Payroll Supervisor is hired by the District.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with SCT Corporation for Payroll consulting services from December 6, 1999 until April 1, 2000 at a cost not to exceed $95,800, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

James Kendrix, Originator

12/16/99 – B7 page 1
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Authorization for one (1) General Fund Modification(s) for a Special Services Contract totaling $55 dollars an hour.
(Resolution No. 991216 – B7a)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
</table>

12/16/99 – B7a  Page 1
RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their
designee are hereby authorized to execute any and all documents on behalf of the District to
effectuate this resolution.

Peter Goldstein, Originator

12/16/99 – B7a  Page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for FOUR (4) Contract Modification(s) totaling $39,063 for Special Services Contract(s) and Construction Contract(s)  
(Resolution No. 991216-B8)

BACKGROUND INFORMATION:

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/ CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>PREVIOUS CONTRACT MODIFICATION(s) AMOUNT</th>
<th>REQUESTED CONTRACT MODIFICATION AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 990128-B7a</td>
<td>Kendall Young Associates Asian, MBE LBE (Project Architect)</td>
<td>$15,000.00</td>
<td>$10,000.00</td>
<td>CM #2 - $5,000.00</td>
<td>$30,000.00</td>
<td>Additional Construction Administration services to complete project</td>
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<tr>
<td>B 980528-B28</td>
<td>All Star Telecom, Hispanic, MBE (General Contractor)</td>
<td>$102,000.00</td>
<td>$57,500.00</td>
<td>CM #3 - $15,950.00</td>
<td>$175,450.00</td>
<td>Additional conduit work into Rosenberg Library and Visual Arts</td>
</tr>
<tr>
<td>C 990930-B12</td>
<td>Marcy Li Wong Architects Asian, WBE/MBE (Project Architect)</td>
<td>$42,300.00</td>
<td>$0.00</td>
<td>CM #1 - $8,063.00</td>
<td>$50,363.00</td>
<td>$2,813 for additional insurance premium, $5,250 for reimbursable expense allowance</td>
</tr>
<tr>
<td>D 990429-B10</td>
<td>Best Roofing &amp; Waterproofing Asian (General Contractor)</td>
<td>$81,500.00</td>
<td>$11,000.00</td>
<td>CM #3 - $1,500.00</td>
<td>$94,000.00</td>
<td>Material substitution per District's request for unifying roofing material used on both job at Batmale Hall roof</td>
</tr>
<tr>
<td>E 990826-B14</td>
<td>Special Services contract with William H. Liskamm</td>
<td>$11,400</td>
<td>$0.00</td>
<td>Cm#1-$8,600.00</td>
<td>$20,000</td>
<td>Increase contract amount for special services</td>
</tr>
</tbody>
</table>

Total $ 39,063.00
RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award a Equipment Purchase Contract
To General Electrical Industrial Systems
(Resolution No. 991216-B9)

BACKGROUND INFORMATION:

Project: Science Hall Building Electrical Upgrade – Circuit Breakers Purchase

The Board of Trustees previously approved Resolution No. 991118-B11a to purchase electrical panel equipment from General Electrical Industrial Systems for the Science Hall Building Electrical Upgrade project. District wishes to contract with General Electrical Industrial Systems, the approved bidder, to provide and install fourteen (14) 250 amp circuit breakers at same time as the electrical panel equipment being manufactured at factory. The existing building electrical system was installed in 1940 and the current building electrical power supply capacity will not meet the increasing electrical power demands from electronic equipment used by both faculty and students. This purchase of electrical equipment is necessary for meeting the construction schedule during the winter break and minimizing the interruption of the academic activities in the Science Building. The cost of this purchase includes providing equipment specified by Electrical Engineers, startup and commissioning equipment after installation, and training of the District's Buildings and Grounds Department building engineers.

The project is funded by 1997-1998 State Scheduled Maintenance grant with 50% District match by General Obligation bond, to be charged to Appropriation number 420603-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with General Electrical Industrial Systems, the approved bidder, to provide and install fourteen (14) 250 amp circuit breakers, at a cost of $10,725, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award a Construction Contract to LC Electric, Inc.
(Resolution No. 991216-B10)

BACKGROUND INFORMATION:
Project: Science Hall Building Electrical Upgrade
(in process of bidding)

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with the lowest responsible bidder LC Electric, Inc, a certified Minority Asian Owned Enterprise for the project: Science Hall Building Electrical Upgrade. The existing building electrical system was installed in 1940 and the current building electrical power supply capacity will not meet the increasing electrical power demands from electronic equipment used by both faculties and students. This upgrade of new electrical equipment is necessary for meeting the construction schedule during the winter break and minimizing the interruption on the academic activities in the Science Building. The scope of this work is to install the new switchboard equipment, testing and commissioning system after final installation.

The project is funded by 1997-1998 State Scheduled Maintenance grant with 50% District match by General Obligation bond, to be charged to Appropriation number 420603-0130-6202-7100-S.

RECOMMENDATION:
RESOLVED: That authorization be given to contract with LC Electric, Inc. the lowest responsible bidder, at a cost of $232,883, to be completed on or before January 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

BOARD OF TRUSTEES

DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • JOHNNIE L. CARTER, JR.
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Authorization to submit an application for funds for Garment 2000 and appropriate funds receivable upon approval by the San Francisco Mayor's Office of Community Development (MOCD) for continued development of vocational training.

Resolution No. 991216- B11)

BACKGROUND INFORMATION:

Garment 2000 is requesting funding from MOCD under the Community Development Block Grant Program to continue serving the community by developing and delivering vocational training in the apparel sector. The total amount being requested is $150,000 for the FY 2000 - 2001 starting July 1, 2000 to June 30, 2001.

The District's proposal is for funds to (a) support an incubator program for 10 micro-enterprises and entrepreneur businesses in the apparel sector (b) continue to provide training in Computer Aided Design and Manufacturing and (c) present workshops and seminars on manufacturing productivity.

<table>
<thead>
<tr>
<th>Income</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>San Francisco Mayor's Office of Community Development</td>
<td>$150,000</td>
</tr>
<tr>
<td>Total Income</td>
<td>$150,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificated Salaries</td>
<td>$99,512</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>18,818</td>
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<tr>
<td>Employee Benefits</td>
<td>18,295</td>
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<tr>
<td>Supplies</td>
<td>525</td>
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<tr>
<td>Consultant Services</td>
<td>2,740</td>
</tr>
<tr>
<td>Travel</td>
<td>0</td>
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<tr>
<td>Indirect Costs</td>
<td>10,110</td>
</tr>
<tr>
<td>Totals</td>
<td>$150,000</td>
</tr>
</tbody>
</table>

12/16/99 – B11 page 1
RECOMMENDATION:

RESOLVED: That authorization be hereby given to (1) submit an application for funds for Garment 2000 and (2) appropriate all funds receivable upon approval by MOCD to conduct proposed vocational training program for the period July 1, 2000 through June 30, 2001 for an amount not to exceed $150,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

12/16/99 – B11  page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT
Authorization to Contract with Priority Architectural Graphics
(Resolution No. 991216-B12)

BACKGROUND INFORMATION:
For several years the Downtown Campus has explored the possibility of installing exterior signage which will clearly identify 800 Mission Street as a college campus. The Downtown Campus is located in one of the most dynamic areas of San Francisco and needs to publicize its programs and courses to the general public. Visible signs are an ideal way of advertising the campus.

Priority Architectural Graphics will manufacture, deliver and install two double-faced, non-illuminated banner signs, approximately 25' x 4', flag mounted at 800 Mission Street. One banner will be installed on Fourth Street and the other on Mission. Each banner will be constructed of red and black canvas, all copy and logo to be painted white, poles to be made of 2-1/2" diameter galvanized steel, 7' in length with ball ends. Lighting for the signs will be addressed at the January meeting.

The project is funded by the General Obligation Bond fund, and to be charged to Appropriation fund number 42026P-8510-6201-7100-REN.

RECOMMENDATION:
RESOLVED: That authorization is hereby given to contract with Priority Architectural Graphics to manufacture, deliver and install two exterior banner signs for a sum not to exceed $10,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Steven Glick, Originator

12/16/99 – B12 page 1
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Approval of Sub-Recipient Contracts
(Resolution No. 991216-B13)

BACKGROUND INFORMATION:

Bio-Link was established with Resolution No. 971120-B8 to create a structure to enhance and expand biotechnology technician programs throughout the nation. To be truly effective at the national level, the National Center, staffed by CCSF and housed at UCSF, was authorized to work with Regional Centers. The latter are thereby all sub-recipients of the National Science Foundation Grant that funds Bio-Link. At the time of drafting this resolution, New Hampshire Community Technical College, Madison Area Technical College, Austin Community College, Seattle Central Community College, San Diego City College, and the Northern California Biotechnology Center at CCSF are the designated Regional Centers for the Bio-Link grant. The University of Maryland, one of CCSF partners in this project in the original grant proposal, is no longer a program participant, and Bio-Link is currently exploring the possibility of bringing a new partner on board and of assigning the Southeast Region as its area of jurisdiction. The identity of the new partner is yet to be determined. With the present resolution, Bio-Link requests authorization to disburse the sub-award amounts to the Regional Centers, based on each Center’s approved budget for the current fiscal year, in accordance with the terms of the National Science Foundation’s Bio-Link grant. The consolidated figures for each Center’s budget during the second year of the grant is tabulated below:

<table>
<thead>
<tr>
<th>Regional Center</th>
<th>Fiscal Year 1999-2000</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Hampshire Community Technical College</td>
<td>$ 97,024</td>
</tr>
<tr>
<td>Madison Area Technical College</td>
<td>115,000</td>
</tr>
<tr>
<td>Austin Community College</td>
<td>82,551</td>
</tr>
<tr>
<td>Seattle Central Community College</td>
<td>48,254</td>
</tr>
<tr>
<td>San Diego City College</td>
<td>79,000</td>
</tr>
<tr>
<td>Northern California Biotechnology Center (CCSF)</td>
<td>30,000</td>
</tr>
<tr>
<td>Southeast Region</td>
<td>20,000-60,000</td>
</tr>
</tbody>
</table>

12/16/99 – B13 page 1
There is no additional space or in-kind match required. The Bio-Link grant will provide the funding for each of the sub-awards.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to subcontract with each of the above-mentioned sub-recipients to perform their approved action plans for the current fiscal year of the Bio-Link grant, in an amount not to exceed, in each individual case, the approved budget for said year, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Frances Lee, Originator

12/16/99 – B13 page 2
Date: December 16, 1999
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor
Subject: GRANTS

Authorization to amend the following six (6) resolution(s) as indicated in the table totaling $48,777.13
(Resolution No. 991118 – B14)

<table>
<thead>
<tr>
<th>ORIGINAL RESOLUTION NUMBER</th>
<th>GRANTOR/CONTRACTOR</th>
<th>CONTRACT DATE</th>
<th>ORIGINAL TOTAL AMOUNT</th>
<th>CHANGE</th>
<th>NEW TOTAL NOT TO EXCEED</th>
<th>COMMENTS; ORIGINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 990725-B18</td>
<td>California Community Colleges/Foster Care Education</td>
<td>Fiscal Year 1999-2000</td>
<td>$42,557</td>
<td>-$418</td>
<td>$42,139</td>
<td>-$418 decrease will be deducted from other operating services. Originator: Sandra Handler</td>
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<tr>
<td>B 990624-B15</td>
<td>California Community Colleges/Child Development Division/Child Development Federal Block Grant</td>
<td>Fiscal Year 1999-2000</td>
<td>$23,211</td>
<td>+$327</td>
<td>$23,538</td>
<td>$327 increase will be used for classified salaries. Originator: Sandra Handler</td>
</tr>
<tr>
<td>C 990729-B19</td>
<td>California Community Colleges/Foster Parent Education</td>
<td>Fiscal Year 1999-2000</td>
<td>$13,100</td>
<td>-$850</td>
<td>$12,250</td>
<td>-$850 will be deducted in other operating expenses. Originator: Sandra Handler</td>
</tr>
<tr>
<td>D 990624-B17</td>
<td>Yosemite Community College District Child Development Training Consortium</td>
<td>Fiscal Year 1999-2000</td>
<td>$27,500</td>
<td>+17,000</td>
<td>$44,500</td>
<td>+$17,000 will be used for tuition fees, books, and leadership conference registration fee reimbursement for child development credit class students. Originator: Sandra Handler</td>
</tr>
<tr>
<td>RESOLUTION NUMBER</td>
<td>GRANT/CONTRACTOR</td>
<td>CONTRACT DATE</td>
<td>ORIGINAL TOTAL AMOUNT</td>
<td>CHANGE</td>
<td>NEW TOTAL NOT TO EXCEED</td>
<td>COMMENTS</td>
</tr>
<tr>
<td>-------------------</td>
<td>------------------</td>
<td>---------------</td>
<td>-----------------------</td>
<td>--------</td>
<td>-------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>F 990826-W1</td>
<td>Makras Real Estate</td>
<td>July 1, 1999-Sept. 20, 2000</td>
<td>$2700</td>
<td>+$8,100</td>
<td>$10,800</td>
<td>Extend lease for nine months $900 per month. Originator: Stephen Herman</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That the Board authorizes the specific amendment to the resolution(s) as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval to submit an application and appropriate funds received.
(Resolution No. 991216-B15)

BACKGROUND INFORMATION:

City College of San Francisco wishes to apply to The California Community Colleges Chancellor's Office for a grant for, "Pan American Unity: Using a Mural for Education." With this grant the Latin American Studies, Art, Music and Social Sciences Departments at CCSF would integrate the college's Pan American Unity mural into their classes. A resource book and other materials will be created and made available to faculty. The total of the grant is $19,836.

There is no additional space required. There is a $5,928 in-kind match required which will be provided by the School of Liberal Arts and the School of Behavioral Sciences. Our partner in the project is the Mexican Museum, located at Fort Mason. City College of San Francisco is the fiscal agent.

Income
California Community Colleges, Chancellor's Office $19,836
CCSF In-Kind Match 5,928
Total $27,764

Expenditures
Academic Salaries $16,000
Employee Benefits 2,336
Supplies and Materials 500
Other Operating Expenses 1,000
Sub Total $19,836
### RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the California Community Colleges Chancellor's Office for the grant "Pan American Unity: Using a Mural for Education" for the period of January 1, 2000 until December 31, 2000 in the amount not to exceed $19,836, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to Subcontract with the Comprehensive Adult Student Assessment System (CASAS)
(Resolution No. 991216-B16)

BACKGROUND INFORMATION:
City College received a grant award from the California Department of documented program accountability as defined in the California Department of Education State Plan for Adult Education. Implementation at City College of San Francisco involves changes in testing practices, CASAS score interpretation, documentation, student data collection, and monitoring of student progress in English as a Second Language (ESL), ESL Citizenship, Adult Basic Education, and GED preparation classes.

Beginning July 1, 1999, supplemental program funding is based on attainment of state-determined benchmarks. Changes in new grant requirements are significant and create a need for in-service training of faculty, staff, and administrators, redesign of grant implementation strategies, and curricular redesign and development projects. The agency best suited to assist City College of San Francisco staff by providing training and technical assistance is the San Diego-based Comprehensive Adult Student Assessment System (CASAS), which as a contractor of the California Department of Education created the tests and program accountability software now deemed required for grant compliance. CASAS administration has agreed to develop and conduct training at City College campuses and provide technical assistance and consultation services to program staff.

The grant of the WIA - AEFLA will provide funding for the training and technical assistance subcontract. No district funds are required.
RECOMMENDATION:

Assessment System (CASAS) for training, technical assistance, and consultation services related to program requirements of the grant from the Workforce Investment Act - Adult Education and Family Literacy Act, January 3, 2000 to June 30, 2000, in the amount not to exceed $10,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Gary Tom, Originator

12/16/99 – B16 page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Grant
Authorization to contract with and appropriate funds receivable from the Private Industry Council of San Francisco.
(Resolution No. 991216 – B17)

BACKGROUND INFORMATION:

The San Francisco Assessment Center (SFAC) was established in 1992 through a subcontract with the Private Industry Council of San Francisco (PIC). The funding originated with the Department of Labor under the Job Training Partnership Act Title III (JTPA). The original three year contract provided 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. This one-time grant will augment the existing assessment services.

City College of San Francisco wishes to contract with the Private Industry Council of San Francisco to accept a one-time contribution of $40,000. Since 1995 the SFAC has co-located with the Private Industry Council, the Employment Development Department, the Department of Human Services, the National Council on Aging and the Department of Rehabilitation to form Career Link, a One-Stop Career Center now located at 3120 Mission Street. Career Link provides multi-agency career, education, training and employment resources to job seekers and career changers. The funding for this agreement is provided by the San Francisco Department of Human Services as a partial salary offset for the new Career Link manager, a CCSF faculty member. The intent of these funds is to hire additional part time staff to assume some of the new manager’s assessment and counseling responsibilities. The terms of this agreement will be August 23, 1999 through June 30, 2000.
Federal Income from Local Source

Private Industry Council $40,000

Expenditures:

Academic Salaries $36,668
Employee Benefits 3,332
Total $40,000

RECOMMENDATION:

RESOLVED: That authorization be hereby given to (1) contract with and (2) appropriate funds from the Private Industry Council of San Francisco for the San Francisco Assessment Center (SFAC) to provide additional staff at SFAC at Career Link for the period August 23, 1999 through June 30, 2000, in the amount of $40,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

12/18/99 – B17 page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Grants

Authorization to subcontract with San Francisco State University
(Resolution No. 991216-B18)

BACKGROUND INFORMATION:

The Community Health Training Center is an inter-segmental collaboration between the Health Science Department at CCSF and the Department of Health Education at San Francisco State University. The Community Health Worker Certificate requires 17 units at CCSF; 14 of those units also satisfy graduation requirements at SFSU Department of Health Education; and the certificate meets Civil Service minimum qualifications for hiring and promotion in the Health Workers series of positions. CCSF students completing program courses at SFSU are reimbursed education fees via this grant.

This resolution requests authorization to subcontract and accept funds from San Francisco State University (SFSU) for activities related to a grant from the San Francisco Department of Public Health to develop an innovative Drug and Alcohol Certificate. This certificate is state accredited and meets all academic requirements of the California Association of Alcohol and Drug Educators (CAADE). Planning and curriculum development is to be carried out by the staff of the Community Health Training and Development Center. Training will take place at City College of San Francisco. San Francisco State University is the fiscal agent.

This resolution has been delayed due to the process of review by both institutions of the sub-recipient agreement necessary to having a legal understanding in place for continuing the collaboration between both parties.
This program has been guaranteed funding for one year, July 1, 1999 to June 30, 2000. These funds will be expended as follows:

<table>
<thead>
<tr>
<th>Income</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>San Francisco Dept. of Public Health</td>
<td>$38,966</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries and Benefits:</td>
<td>$18,750</td>
</tr>
<tr>
<td>Student Tuition</td>
<td>7,330</td>
</tr>
<tr>
<td>Student Books</td>
<td>10,000</td>
</tr>
<tr>
<td>Indirect</td>
<td>2,886</td>
</tr>
<tr>
<td>Total</td>
<td>$38,966</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That authorization be hereby given to a subcontractor of San Francisco State University (SFSU) for activities related to a grant from San Francisco Dept of Public Health for Community Health Training and Development Center for the period July 1, 1999 to June 30, 2000 in the amount not to exceed $38,966, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Robert Gabriner, Originator

12/16/99 – B18 page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Phillip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to accept funds and subcontract with San Francisco State University (Resolution No. 991216-B19)

BACKGROUND INFORMATION:
The Community Health Training Center is an inter-segmental collaboration between the Health Science Department at CCSF and the Department of Health Education at San Francisco State University. The Community Health Worker Certificate requires 17 units at CCSF; 14 of those units also satisfy graduation requirements at SFSU Department of Health Education; and the certificate meets Civil Service minimum qualifications for hiring and promotion in the Health Workers series of positions.

San Francisco Bay Area Regional Health Occupation Resource Center (RHORC) Consortium encourages collaboration between health care employers, state and local government agencies, and education providers from all segments. RHORC will also plan, coordinate and hold an Institute for Consortium partners to include workshop training activities and dissemination information. Furthermore RHORC will complete a regional need assessment and will develop an electronic/hard copy information depository. Staff and faculty members from the Center will work on the program. The Center is located at San Francisco State. However, this grant is from the CA Community Colleges' State Chancellor's Office and provides major support of the Community Health Worker Program, the associated community college, in this case CCSF, will act as fiscal agent.

This resolution requests authorization to accept funds and subcontract a majority of funds to San Francisco State University (SFSU) for activities related to this grant from State Chancellor's Office of Educational Services and Economic Development Division. This is a continuing grant for the San Francisco Bay Area Regional Health Occupation Resource Center (RHORC) project of the Community Health Training and Development Center. The Center is a partnership of San Francisco State and City College of San Francisco.
This resolution has been delayed due to the process of review by both institutions of the sub-recipient agreement necessary to having a legal understanding in place for continuing the collaboration between both parties.

This program has been guaranteed funding for one year, July 1, 1999 to June 30, 2000 in the amount not to exceed $160,674. These funds will be expended as follows:

Income

CA Community Colleges' State Chancellor's Office $198,874

Expenditures

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Release Time (Vicki Legion)</td>
<td>$14,000</td>
</tr>
<tr>
<td>Benefits</td>
<td>3,500</td>
</tr>
<tr>
<td>Indirect 4%</td>
<td>700</td>
</tr>
<tr>
<td>Total CCSF</td>
<td>$18,200</td>
</tr>
<tr>
<td>Other Outgo</td>
<td></td>
</tr>
<tr>
<td>Personnel:</td>
<td>$90,199</td>
</tr>
<tr>
<td>Fringe Benefits (@38%)</td>
<td>34,275</td>
</tr>
<tr>
<td>Travel</td>
<td>3,000</td>
</tr>
<tr>
<td>Honorarium</td>
<td>4,000</td>
</tr>
<tr>
<td>Conference/Institute Expenses</td>
<td>10,000</td>
</tr>
<tr>
<td>Consultants</td>
<td>5,500</td>
</tr>
<tr>
<td>Supplies and Services</td>
<td>8,020</td>
</tr>
<tr>
<td>4% Indirect</td>
<td>6,180</td>
</tr>
<tr>
<td>Total Outgo (funds to SFSU)</td>
<td>$160,674</td>
</tr>
</tbody>
</table>

Total $198,874

Subcontracted Expenditures include:

Personnel salaries are as follows: 85% for RHORC Director, 35% for Associate Director 30% for Office Manager, and 50% for Finance Manager. All listed personnel are currently SFSU employees. Consultants include, but are not limited to: Web Developer to develop and maintain a RHORC web page and database. The web page is linked to the Community Health Training and Development Center's web page at SFSU. The annual RHORC institute will be held at San Francisco State's Conference center. Travel expenses for RHORC Director and other staff for regional, state and national travel. Conference/Institute expenses ($10,000) cover travel and other conference/institute expenses for RHORC Consortium members. Consortium members are not CCSF employees.

12/16/99 – B19 page 2
RECOMMENDATION:

RESOLVED: That authorization is hereby given to accept from the State Chancellor’s Office, California Community Colleges, Educational Services and Economic Development Division and subcontract in the amount of $160,674 with San Francisco State University for activities related this grant for the period July 1, 1999 to June 30, 2000 in the total amount not to exceed $198,874, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the district to effectuate this resolution.

Robert Gabriner, Originator

12/16/99 B19 page 3
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Approval of Special Services Contract with Carolina Guzman
(Resolution No: 991216-B20)

BACKGROUND INFORMATION:

The Office of Contract Education (Contract Ed.) applied and received the Workplace Learning Resources Grant from the State Chancellor’s Economic Development Grant Program for 1999-2000.

One of the seven major objectives of the Workplace grant is to provide targeted services for private sector and expand the workplace educational services for employees in the private sector.

Contract Ed wishes to retain the special services of Carolina Guzman to provide targeted marketing services to market Contract Ed’s educational training services. Ms. Guzman has provided targeted marketing to the private sector for more than five years. The services will be performed from November 22, 1999 to June 30, 2000, 20 hours per week, at the rate of $30 per hour, for a total cost not to exceed $18,600. The source of funding for this special service agreement will be funded by the Workplace grant.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to contract with Carolina Guzman to provide the targeted marketing service from November 22, 1999 to June 30, 2000, at the rate of $30 per hour, for a total cost not to exceed $18,600, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

12/16/99 – B20 page 1
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Approval to submit an application and appropriate funds received. (Resolution No. 991216-B21)

BACKGROUND INFORMATION:

The California Community Colleges Chancellor's Office will provide funds for the grant, "Focus on the Future." A six module course that will focus, motivate and improve outcomes for students enrolled in the CCSF Transitional Studies Department. The grant will support development of curriculum that expends the classroom to include the work place and community. Instructional strategies will include work-based learning and other experiential and project based learning activities. The proposed project is a local level initiative designed to enhance opportunities for CCSF students who are at high risk of under-performing and/or dropping out. The total of the grant is $18,363.

There is no additional space required. There is a $37,785 in-kind match required which will be provided by the Transitional Studies Department budget.

Income
California Community Colleges, Chancellor's Office $18,363
CCSF In-Kind Match 37,785
Total $56,148

Expenditures
Academic Salaries $11,205
Classified Salaries 2,850
Employee Benefits 1,028
Supplies and Materials 600
Other Operating Expenses 2,680
Sub Total $18,363

12/16/99 – B21 page 1
In-Kind Expenditures

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>$15,151</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>2,850</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>20,000</td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td><strong>37,785</strong></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>56,148</strong></td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

RESOLVED: That authorization be hereby given to submit an application and appropriate all funds receivable upon approval from the California Community Colleges Chancellor's Office for the grant "Focus on the Future" for the period of January 1, 2000 until December 31, 2000 in the amount not to exceed $56,148 and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

12/16/99 – B21 page
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval to submit an application and appropriate funds received.
(Resolution No. 991216-B22)

BACKGROUND INFORMATION:

The California Community Colleges Chancellor's Office will provide funds for the grant, "Modular Biotechnological/Environmental Chemical Instrumentation Courses." With this grant the Chemistry and Biology Departments at CCSF will develop a program of four twelve-hour modular instrumentation courses that would be offered in the evening to working adults. Each course will have a website containing pictures, diagrams, and streaming video of laboratory procedures. E-mail, an electronic bulletin board, and real-time chat will be used to facilitate communication within the class outside of class meeting times. The total of the grant is $24,288.

There is no additional space required. There is a $4,300 in-kind match required which will be provided within the budget of the School of Math and Science. The in-kind match will be used to purchase chemical supplies and a computer which the grant money cannot be used for.

Income
California Community Colleges, Chancellor's Office $24,288
CCSF In-Kind Match 4,300
Total $28,588

Expenditures
Academic Salaries $18,338
Employee Benefits 1,650
Supplies and Materials 1,200
Capital Outlay 2,300
Indirect Cost 800
Total Expenditures $24,288
CCSF In-Kind Match 4300
SubTotal $28,588

12/16/99 – B22 page 1
RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the California Community Colleges Chancellor's Office for the grant "Modular Biotechnological/Environmental Chemical Instrumentation Courses" for the period of January 1, 2000 until December 31, 2000 in the amount not to exceed $28,588, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Robert Gabriner, Originator

12/16/99 – B22 page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES

Procurement of Equipment, Supplies, Services, Etc., less than $3,000
(Resolution No. 991216-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $322,991.33 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

<table>
<thead>
<tr>
<th>Direct Payments</th>
<th>$39,904.75</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase Orders</td>
<td>$245,385.06</td>
</tr>
<tr>
<td>Travel/Mileage</td>
<td>$37,701.52</td>
</tr>
<tr>
<td><strong>GRAND TOTAL:</strong></td>
<td><strong>$322,991.33</strong></td>
</tr>
</tbody>
</table>

James Kendrix, Originator

12/16/99 - C1 page 1
Date: December 16, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies, Services, Etc., more than $3,000
(Resolution No. 991216-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment “A”.

GRAND TOTAL: $3,062,248.66

James Kendrix, Originator

12/16/99 - C2 page 1
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Acceptance of Gifts
Resolution No. 991216-C3

BACKGROUND INFORMATION:
SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:
WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Vice Chancellor of Academic Affairs, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees, are hereby authorized to accept the gifts listed on Attachment A 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 in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

12/16/99 - C3 Page 1
<table>
<thead>
<tr>
<th>Description</th>
<th>Donor</th>
<th>Beneficiary</th>
<th>Market Value Declared by Donor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Cash</td>
<td>Smolin-Melin Scholarship Fund</td>
<td>CCSF Student Kari Christensen</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td>San Francisco, CA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2) Cash</td>
<td>Auxiliary of Mills Hospital</td>
<td>CCSF Student Elizabeth Rothrock</td>
<td>$1,000.00</td>
</tr>
<tr>
<td></td>
<td>San Mateo, CA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3) Cash</td>
<td>Juanita Pascual</td>
<td>$250.00 for AAAP Founders &amp; $250.00 for</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td>Santa Fe, NM</td>
<td>Juanita Pascual Scholarship</td>
<td></td>
</tr>
<tr>
<td>4) Cash</td>
<td>CA Association of Mortgage Brokers</td>
<td>CA Association of Mortgage Brokers</td>
<td>$1,000.00</td>
</tr>
<tr>
<td></td>
<td>Burlingame, CA</td>
<td>Scholarship</td>
<td></td>
</tr>
<tr>
<td>5) Cash</td>
<td>The Open Door Education Fdn.</td>
<td>CCSF Students ($2,000.00 each)</td>
<td>$4,000.00</td>
</tr>
<tr>
<td></td>
<td>Westford, MA</td>
<td>Susan Baker &amp; Luis Wagoner</td>
<td></td>
</tr>
<tr>
<td>6) Cash</td>
<td>San Francisco Police Officers’ Association</td>
<td>Sgt. John Young Scholarship</td>
<td>$750.00</td>
</tr>
<tr>
<td></td>
<td>San Francisco, CA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7) Weaving Loom</td>
<td>Alfreda Baker</td>
<td>CCSF Weaving Classes</td>
<td>$600.00</td>
</tr>
<tr>
<td></td>
<td>San Francisco, CA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8) Oldsmobile Ciera Sedan</td>
<td>Vadim V. Pervushin</td>
<td>CCSF Auto Classes</td>
<td>$2,610.00</td>
</tr>
</tbody>
</table>
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Extending Interim Appointment
Non-Educational Academic Administrator
(Resolution No. 991216 – F1)

BACKGROUND INFORMATION:

Resolution No. 991216 – F1 extends an interim non-educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective January 1, 2000 through June 30, 2000, or until a permanent dean is hired, whichever occurs first, Mamie How’s appointment as Interim Director Information Technology Services (Office of the Vice Chancellor of Finance and Administration) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Clara Starr, Originator

12/16/99 - F1 Page 1
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Special Administrative Assignment
Interim Educational Academic Administrator
(Resolution No. 991216 – F2)

BACKGROUND INFORMATION:
Resolution No. 991216-F2 extends a special interim educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective retroactive to December 1, 1999 through June 30, 2000, or until a permanent dean is hired, whichever occurs first, Jorge Bell’s appointment as Interim Dean, Financial Aid Services (Office of the Vice Chancellor, Student Development) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Clara Starr, Originator

12/16/99 - F2 page 1
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Interim Appointment
Educational Academic Administrator
(Resolution No. 991216-F3)

BACKGROUND INFORMATION:

Resolution No. 991216-F3 extends an interim educational academic administrative appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective December 31, 1999 through June 30, 2000, or until a permanent dean is hired, whichever occurs first, MaryLou Leyba-Frank's appointment as Interim Associate Dean, Admissions and Records (Noncredit) (Office of the Vice Chancellor Student Development) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification B, Dean I/Associate Director.

Clara Starr, Originator

12/16/99 - F3 page 1
Date: December 16, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources

Extending Interim Appointment
Educational Academic Appointment
(Resolution No. 991216 – F4)

BACKGROUND INFORMATION:

Resolution No. 991216 – F4 extends an interim educational academic appointment. Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective January 1, 2000 through June 30, 2000, or until a permanent dean is hired, whichever occurs first, Juanita L. Owens’ appointment as Interim Dean of Counseling and Special Support Services (Office of VC Student Development) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Clara Starr, Originator

12/16/99 - F4 page 1
Date: December 16, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Appointment
Non-Educational Academic Administrator
(Resolution No. 991216 – F5)

BACKGROUND INFORMATION:

Resolution No. 991216 – F5 covers a non-educational academic administrative appointment for the Special Assistant to the Chancellor for Governmental Affairs (Office of the Chancellor). Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective December 20, 1999, Leslie Smith, be appointed as Special Assistant to the Chancellor for Governmental Affairs (Office of the Chancellor). Salary shall be in accordance with the 1999-2000 Management Salary Schedule Classification C, Dean II/Director.

Clara Starr, Originator

12/16/99 - F5    page 1
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Authorization to amend employment Contract (s)
(Resolution No. 991216 - L1)

BACKGROUND INFORMATION:

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.
RECOMMENDATION:

RESOLVED: That the Board of Trustee 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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FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

12/16/99 – L1 page 4
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Policy Manual
Notice of intention to amend the San Francisco Community College District Policy Manual (Resolution No. 991216 – P1)

BACKGROUND INFORMATION:

The Administrative staff of the College has been reviewing the Policy Manual of the District, updating it as appropriate with an eye to having a revised version ready for the visiting accreditation team in February, 2000. This first phase of revision consists primarily of changes that reflect title changes and how the District is actually operating. These changes (by and large “house cleaning” issues) reflect the new organizational structure and current realities. More substantive changes will follow at a later date pending review by staff, and when appropriate, campus governance organizations.

San Francisco Community College District Policy Manual 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. . . .”

RECOMMENDATION

RESOLVED: That notice is hereby given that the following proposed amendments to the San Francisco Community College District Policy Manual (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 January 27, 2000. (NOTE: Additions or substitutions are indicated by **bold** and *italic* and deletions are indicated by strikeout.)
PM 1.04 Committees
PM 1.05 Meetings
PM 1.07 Powers and Duties of the Board
PM 1.08 Function and Services
PM 1.09 Control and Direction
PM 1.10 The Community and the Governing Board
PM 1.11 Chief Administrator: Authority, Selection, and Term of Office
PM 2.01 Assignment of Authority in the SFCCD
PM 2.05 Legal Service
PM 2.06 Official Publications
PM 3.01 Certificated Personnel
PM 3.03 Employee Classifications
PM 3.07 Basis for Employment
PM 3.08 Applicant Records
PM 3.09 Employee Requirements
PM 3.10 Contracts
PM 3.13 Health and Welfare Benefits
PM 3.14 Salary
PM 3.15 Certificated Employees’ Load Policy
PM 3.16 Transfer
PM 3.17 Absences – Leaves of Absence
PM 3.19 Tenure/Administrator’s Rights to a Faculty Position
PM 3.20 Termination of Services
PM 3.24 Employee Organizations
PM 3.25 Publication of Articles and Productions by Employees
PM 4.02 Salaries
PM 4.09 Use of Slurs
PM 5.01 Student Activities
PM 5.03 Student Services
PM 5.05 Admission, Classification, Tuition and Enrollment
PM 5.11 Completion or Graduation Rates

PM 5.12 Withholding of Student Grades, Transcripts or Diplomas

PM 6.02 Instructional Organization and Standards
PM 6.03 Course Development
PM 6.10 Student Instructors and Faculty Interns
PM 6.14 Vocational and Occupational Training Programs
PM 7.03 Planning Projects
PM 7.04 Approval of Sites, Plans, and Acceptance of Buildings
PM 7.05 Plans and Specifications to be Checked for Unusual Devices
PM 7.06 Compliance with State Laws
PM 7.07 Requisitions, Service and Work orders, and Encumbrances
PM 7.08 Selection of Architects
PM 7.09 Equal Employment Opportunity Policy in the Procurement of Supplies and Services
PM 7.10 Policy Regarding Hiring Union Labor
PM 7.13 Maintenance and Operation
PM 7.14 Repair and Maintenance of Plant
PM 7.15 Safety
PM 7.16 Memorials and Naming Buildings
PM 7.18 Art Enrichment of Construction Projects
PM 7.20 Conservation
PM 7.21 Minority/Women Business Enterprises - Public Works Contract
PM 8.03 Auditing
PM 8.04 Solicitation of Funds and Use of District Name
PM 8.05 Supplies and Services
PM 8.09 Contracting for Window Washing Services

12/16/99 – P1 page 3

Ronald Lee, Originator
DATE:       December 16, 1999

TO:       Board of Trustees

FROM:   Dr. Philip R. Day, Jr., Chancellor

Subject:   Special Notice of Intention to Amend the SFCCD Policy Manual (Resolution 991216-P2)

BACKGROUND INFORMATION:

The San Francisco Community College District has long prohibited discrimination affecting employment and educational opportunities on many bases as described in established District policies. However, even though the District does not discriminate on the basis of gender identity, its policies do not make such an explicit declaration. Additionally, its separate policies on AIDS/ARC and Domestic Partners should be updated as appropriate and incorporated into both PM 3.02 – Equal Employment Opportunity and Affirmative Action and PM 5.06 – Equal Educational Opportunity For Students.

San Francisco Community College District Policy Manual 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. . . .”
RECOMMENDATION

RESOLVED: That notice is hereby given that the following proposed amendments to the San Francisco Community College District Policy Manual (and/or revisions to such amendments as directed by the Board) PM 1.12-AIDS/ARC Policy Statement, PM 1.16 - Domestic Partners, PM 3.02 - Equal Employment Opportunity and Affirmative Action, and PM 5.07 - Equal Educational Opportunity for Students, shall be acted upon at the next meeting of the Board of Trustees on January 27, 2000. (NOTE: Additions or substitutions are indicated by bold and italic and deletions are indicated by strikeout.)

President Lawrence Wong, Originator
Trustee Natalie Berg, Originator
Trustee James Haskell Mayo II, Originator

12/16/99 – P2 page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL

Presenting 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, and Placing a Special Order of Business on the Agenda for a Public Board of Trustees Meeting in January 2000 for Public Response to the Initial Proposals (Resolution No. 991216-S1)

BACKGROUND INFORMATION:

The present Collective Bargaining Agreement between the San Francisco Community College District (District) and the American Federation of Teachers, Local 2121 (AFT) will expire under its own terms on June 30, 2000. The District and AFT have agreed to submit a Joint Proposal which comprises the Initial Proposal of each party for a Successor Collective Bargaining Agreement (Attachment A). Government Code Section 3547 reads in relevant part that (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, and (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.
RECOMMENDATION:

RESOLVED: That the Board of Trustees hereby publicly presents the Initial Proposals of the AFT and of the District for a Successor Collective Bargaining Agreement (ATTACHMENT A);

FURTHER BE IT RESOLVED: That a Special Order of Business be placed on the Agenda for a public Board of Trustees meeting in January 2000 to enable members of the public to express themselves regarding the Initial Proposals.

Lawrence C. Klein, Originator

12/16/99 – S1 page 2
INITIAL PROPOSAL FOR A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT
Submitted jointly by
THE AMERICAN FEDERATION OF TEACHERS LOCAL 2121
AND
THE SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

December 16, 1999

AFT Local 2121 and the San Francisco Community College District have a long history of negotiations, dating back to 1978. All negotiations prior to 1991 between AFT Local 2121 and the Community College District were conducted in accordance with "traditional" negotiations rules and procedures. These rules and procedures included the submission by each party of a specific "position" on each issue in dispute and lengthy discussion at the negotiations table of each party's justification for its position.

AFT Local 2121 and District representatives decided in late 1989 to search for a more effective system of negotiations. AFT and District representatives participated in comprehensive training in a system of "interest-based" negotiations offered by the State Public Employment Relations Board (PERB) in Spring of 1990. This decision was motivated by dissatisfaction with the old manner of doing business, as well as a recognition that the parties' approach to negotiations needed to be significantly modified in light of the principle of shared governance.

The parties now have over nine years of experience with the "interest-based" approach to negotiations, and it is telling that they have resolved once again to conduct their negotiations for a Successor Collective Bargaining Agreement pursuant to this approach. Accordingly, rather than coming to the table with discrete proposals that are in opposition, the parties instead present this jointly drafted document.

JOINT PROPOSAL
Submitted for purposes of public notice

ISSUES

The parties propose to negotiate over the following issues:

- Bargaining Unit (Article 1)
- Effect of Agreement (Article 2)
- Past Practices (Article 3)
- Separability and Savings (Article 4)
- Non-Discrimination (Article 5)
- Management Rights (Article 6)
- Union Rights (Article 7)
- Academic Freedom, Duties, and Responsibilities (Article 8)
- Evaluation (Article 9)
- Disciplinary Action (Article 10)
- Personnel Files (Article 11)
- Upgrading (Article 12)
- Assignment and Scheduling (Article 13)
- Part-time Reemployment Preference (Article 13-1)
- Transfer (Article 14)
- Resignation (Article 15)
- Work Environment (Article 16)
- Leaves (Article 17)
- Load and Class Size (Article 18)
- Calendar (Article 19)
- Compensation/Salaries (Article 20)
- Fringe Benefits (Article 21)
- Grievance Procedure (Article 22)
- Part-time Faculty Employment Contracts (Article 23)
- No Strike (Article 24)
- Categorical Employees (Article 25)
- Full-time Temporary Employees/Long-term Substitutes (LTS)--District Funded (Article 26)
- Summer Session (Article 27)
- Day-to-Day Substitutes (Applicable Provisions) (Article 28)
- Retired Faculty Re-employed as Faculty (Applicable Provisions) (Article 29)
- Intellectual Property (New Issue)

**INTERESTS**

The parties have preliminarily identified their respective interests underlying the Issues under negotiation. These interests are, of course, subject to modification as negotiations proceed. Not in priority order, the interests we have preliminarily identified are as follows:

**INTERESTS IDENTIFIED BY AFT LOCAL 2121**

1. Determine appropriate time periods for the duration of the new contract and for reopeners while balancing the need for stability with the need to address changing conditions through reopener negotiations. (Article 1)

2. Analyze the District budget and the formula approach to salary negotiations with a view to providing for faculty compensation improvements and other District priorities. (Article 20)

3. Assess and recommend changes in shared governance structures where appropriate to allow for union participation in budget and planning, facilities review, professional development, health and safety, and other governance processes that directly affect faculty working conditions. Negotiate contractual provisions for AFT involvement where needed. (Article 7)

4. Secure the procedural and substantive rights of faculty members to a work environment free of discrimination and harassment. (Article 5)

5. Maintain and continue to promote non-discrimination and affirmative action in hiring, recall, and upgrading so that the faculty at CCSF reflects the diversity of the students and communities it serves, and to provide a high quality, diversified curriculum. (Article 5, 12)
6. Maximize College resources and improve communication through the efficient distribution of materials to faculty mailboxes. Provide sufficient release time to the Union for the administration, negotiation, and enforcement of the contract with the District. (Article 7)

7. Promote and protect faculty's academic freedom in harmony with a non-discriminatory workplace. (Article 8)

8. Protect the procedural and substantive rights of faculty members in the evaluation and tenure review process. Review and modify the tenure review procedures where appropriate. Define the criteria for awarding tenure before or at the conclusion of the four year tenure process. Review the student evaluation form and procedures and make appropriate changes. (Article 9)

9. Protect the procedural and substantive rights of faculty in all disciplinary procedures. (Article 10)

10. Review, assess, and clarify Personnel File and student complaint procedures. (Article 11)

11. Retain preference rights of part-time faculty in the assignment of additional hours and for full-time positions. Review the upgrading process and handbook, the District Affirmative Action Plan, and Faculty Hiring Procedures to insure consistency where appropriate. Review District policies affecting the full-time/part-time faculty ratio with a view to increasing the proportion of full-time jobs in the District. (Article 12)

12. Review and assess assignments, scheduling, and transfer provisions to better allow for the professional development and contributions of the faculty. (Articles 13, 14)

13. Allow for more flexible scheduling of faculty work hours to improve the health, productivity, and professionalism of faculty and to conserve resources of the College and the environment. Review new trends in departmental scheduling, such as short-term courses, Saturday and evening classes, shared classes, etc. Discuss the implications for faculty workload, compensation, and eligibility for benefits, and make appropriate contractual changes. (Article 13, 18, 20, 21)

14. Review the implementation of Article 13-1 Part-Time Re-employment Preference and the functioning of seniority and reemployment qualifications. Revise where appropriate. (Article 13-1)

15. Improve the work environment to provide adequate facilities, supplies and services to insure quality instruction, professional standards, and health and safety. (Article 16)

16. Review leave provisions and procedures and revise where appropriate. Review and revise sick leave rights and procedures, including accrual and use of sick leave in credit and non-credit modes. Assess the voluntary sick leave bank program and provisions and revise where appropriate. Support professional development of faculty during sabbatical leaves without loss of pay. Consider the extension of the deadline for application for sabbatical leaves. (Article 17)

17. Assess and adjust faculty load, class size, and large class multipliers as appropriate. In particular, assess the impact of the changes made during the fiscal crisis of 1993 in minimum class size and large class multiplier load credit. Assess and revise where appropriate the .75 load factor for laboratory courses in today's science and computer programs. Analyze
telecourse workload and revise load credit and large class multipliers where appropriate. Analyze and correct load factors as needed to achieve parity in load between credit and non-credit as well as other modes of faculty work. (Article 18)

18. Negotiate faculty work calendars for the academic year, compensatory time for counseling calendar, and intersessions as needed. Review changes in the definition of the 175 day year and explore possibilities for altered semesters, assessing student needs, faculty rights, and enrollment growth potential. (Article 19)

19. AFT seeks to sustain through a long-term, multi-year agreement, compensation levels for City College faculty at the top of Bay Ten faculties so that we can attract, develop, and retain a professional teaching, student service, librarian, and research faculty that is among the best and most diverse in the California Community Colleges. (Article 20)
   a. Review and expand salary provisions to encourage and reward professional activities and contributions of faculty.
   b. We seek equal pay for equal work for part-time faculty by steadily increasing part-time salaries relative to full-time salaries to 100% pro-rata pay to improve compensation and maximize the professional contributions of all faculty.
   c. We seek to improve compensation of all hourly work including overload, summer, substitute, and instructionally-related towards full pro-rata pay.
   d. Explore ways to alleviate the financial burden placed on health care faculty who must pay for their own immunizations and insurance premiums connected to their CCSF positions.
   e. Review and revise where needed criteria for salary placement and movement on salary schedules to properly reward and encourage professional experience and achievement.
   f. Provide subsidies for faculty parking and public transit expenses where appropriate.
   g. Address payroll and paycheck problems concerning information on paychecks about faculty pay, retroactive adjustments, deductions, and sick leave accrual. Establish guidelines for protecting faculty against unilateral corrections of pay or of alleged overpayments.
   h. Explore the possibilities for and negotiate an appropriate retirement incentive for faculty.
   i. Explore problems and seek alternative(s) to part-time faculty break in service provisions that encourage and reward faculty experience and professional development.

20. Explore benefits options that are suitable to the needs of the faculty, comparable to above the Bay Area community colleges median. (Article 21)
   a. Analyze the crisis in the S.F. Health Service System and seek solutions. Consider alternative health plans for faculty, such as the plans offered by CAL-PERS.
   b. Analyze problems with Delta Dental and consider alternatives, if any.
   c. Provide District-paid medical coverage during the summer for continuing part-time faculty. We seek year-round employer-paid medical coverage for continuing part-time faculty.
   d. Provide increased employer-paid dependent health coverage for eligible faculty.
   e. Expand District-paid coverage to lifetime dental care for retired faculty, and medical and dental coverage to part-time faculty who retire.
   f. Lower the threshold for eligibility for health and dental benefits for part-time faculty to 40% of a full-time load. Examine and adjust eligibility requirements for part-time faculty to accommodate varying load factors and time periods of assignments.
g. Explore flexible benefits plans to provide new choices for childcare, eldercare, and more.

21. Address the effects of new technology on the workloads or the quality of instruction or other services provided by faculty. (Article 18)

22. Negotiate intellectual property rights of faculty to fairly compensate faculty for their work and creations, and to provide for administration and faculty a procedure for resolving copyright, compensation, and workload issues involved in new forms of faculty work and marketing of faculty-produced curriculum and other materials. (New article)

23. Review provisions for Part-Time Faculty Employment Contracts and make appropriate modifications. (Article 23)

23. Maintain alternative means for resolving disputes during contract negotiations including reopener negotiations while protecting faculty and union rights. (Article 24)

24. Review contractual exclusions and limitations on rights of categorical, full-time temporary, summer session, day-to-day substitute, and retired faculty who are reemployed as faculty and revise where appropriate. (Articles 25, 26, 27, 28, and 29)

INTERESTS IDENTIFIED BY THE DISTRICT

1. Update terminology in the Agreement (position titles, office locations, etc.) when necessitated by changes in the District's organizational structure and staffing patterns. (All Articles)

2. Determine an appropriate period of time for the duration of the Successor Agreement to promote stability in employer-employee relations, with appropriate reopener provisions. (Article 1)

3. Review the Non-discrimination provision to insure that it continues to comply with State and federal law. (Article 5)

4. Define frequency and circumstances for administrator teaching assignments. (Article 6)

5. Explore key issues relative to the creation, ownership and protection of “Intellectual Property” within the academic environment. Address patents, copyrights, trademarks and technical data and know-how in order to educate and guide faculty and administration on the respective rights of faculty and the employer in this rapidly evolving area. Define a process by which issues underlying proposed projects may be analyzed and disputes regarding ownership of work products and any profits thereof may be avoided. (Article 8 and/or New Article)

6. Review the criteria for tenure review committee membership and provisions for continuity of committee membership. Review criteria on tenure review evaluation forms, and the facts, conditions or events which may warrant a grant of tenure before the conclusion of the four-year tenure probationary period. Review appropriateness of compensation for tenure review committee members and mentors. (Article 9, applicable exhibits)
7. Assess the clarity, efficiency and economy of the present contract language involving disciplinary standards and procedures. (Article 10)

8. Assess the effectiveness and appropriateness of the Student Complaint Procedure. (Side Letter to Article 11)

9. Review the Upgrading provision, the Handbook for Faculty Screening/Interviewing Committees, the Faculty Hiring Procedures and all other related and appropriate District documents to assure uniformity and consistency with District policy. (Article 12)

10. Consider the feasibility of consolidating the Transfer provision into the Assignment and Scheduling provision. (Articles 13, 14)

11. Consider enabling language for future discussion of parking fees and incentives for use of public transportation and other measures to help the District to comply with State or federal Clean Air Act requirements. (Article 16)

12. Explore appropriate limitations on use/abuse of leave provisions. Explore the possibility of a joint District/Union committee to evaluate appropriateness of sabbatical proposals and adequacy of sabbatical reports. Reconsider definitions of approved activities for Sabbatical Leaves. Insure that all leave provisions comply with applicable State and federal law. (Article 17)

13. Assess and adjust faculty load, class size, and large class multipliers, as appropriate, in accord with attaining the goal of being above the median of the ten Bay Area community colleges. (Article 18)

14. Provide for appropriate levels of faculty participation in graduation ceremonies. (Article 19)

15. Continue efforts toward attaining the goal of increasing faculty salaries to above the Bay Area community college median while
   a. retaining the financial ability to maintain appropriate levels of programs and services consistent with the Mission of the District,
   b. maintaining the District's fiscal integrity,
   c. operating within prudent guidelines regarding revenues, expenditures and reserves,
   d. appropriately balancing the District's commitments and obligations to its constituent segments,
   e. linking compensation levels/criteria to the efficiency and productivity levels necessary to fund compensation, and
   f. developing an incentive system for compensating academic achievement and professional growth, including but not limited to graduate study and other appropriate activities. (Article 20)

16. Explore benefits options that are suitable to the needs of faculty, comparable to above the Bay Area community colleges median, and adaptable to changes in State and/or federal law. (Article 21)

17. Review Part-time Faculty Employment Contracts to continue, modify, or discontinue. (Article 23)
18. Determine whether other existing provisions of the Agreement should be applicable to full- or part-time faculty who are retired, and subsequently re-employed as part-time faculty. (Article 29)

**PROCESS**

The parties will be discussing the above issues in light of their respective interests. They will jointly develop and share information, and will take part in an open, good faith dialogue geared toward identifying options and mutually acceptable solutions.

This joint proposal is symbolic of the manner in which the parties intend to pursue and resolve the issues which confront them. While the parties do not expect that the process will be brief or easy, they do expect that it will make negotiations as efficient, substantive and non-combative as possible, and that it will complement the character of shared governance upon which District operations are based.
TO: Board of Trustees  
FROM: Dr. Philip R. Day, Jr., Chancellor  

SUBJECT: SPECIAL  
Recommend adopting a successor collective bargaining agreement between the San Francisco Community College District Board of Trustees and the Department Chairperson Council, for the period January 1, 2000, through December 31, 2002  
(Resolution No: 991216-S2)  

BACKGROUND INFORMATION:  
The collective bargaining agreement between the San Francisco Community College District (District) Board of Trustees and the Department Chairperson Council (DCC) will expire on December 31, 1999. On July 29, 1999, 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 1999 to enable members of the public to express themselves regarding DCC’s Initial Proposal. On August 26, 1999, 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 1999 to enable members of the public to express themselves regarding the Board of Trustees’ Initial Proposal. On September 30, 1999, the Board of Trustees adopted its Initial Proposal to the DCC for a successor collective bargaining agreement, after public comment. On November 8, 1999, 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 January 1, 2000, through December 31, 2002. On December 9, 1999, the DCC ratified the Agreement. 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.

12/16/99 – S2 page 1
RECOMMENDATION:

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, 2000, through December 31, 2002, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee(s) are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund implementation of this Resolution.

Lawrence C. Klein, Originator
DATE:       December 16, 1999                         S3
TO:         Board of Trustees
FROM:       Dr. Philip R. Day, Jr., Chancellor
SUBJECT:    SPECIAL
            Recommend Adoption of Modified Wage Rates for Skilled Crafts
            Bargaining Unit Classifications/Employees for Fiscal Year 1999-2000
            (Resolution No: 991216-S3)

BACKGROUND INFORMATION:

The representatives of the Board of Trustees and the exclusive representative of
classified employees within the Skilled Crafts Bargaining Unit have met and discussed the wage and
benefit issues under contemplation consistent with the Board of Trustees’ obligation as a public
school employer under the Educational Employment Relations Act. The parties have reached
tentative agreement regarding adjusting the wage rates for unit employees, as set forth in Attachment
1.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the modified wage rates for the
classifications/employees within the Skilled Crafts Bargaining Unit described in Attachment 1,
to be effective on the date specified therein;

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and
Administration, and/or their designee(s) are hereby authorized and directed to implement this
Resolution and to submit any necessary finance resolutions to fund implementation of this
Resolution.

Lawrence C. Klein, Originator

12/16/99 – S3 page 1
MODIFIED WAGE RATES
FOR SKILLED CRAFTS BARGAINING UNIT CLASSIFICATIONS/EMPLOYEES
FOR FISCAL YEAR 1999-2000

I. CLASSIFICATIONS

The modified wage rates as set forth herein shall be applicable to the positions and/or employees in the following classifications:

- 3417 Gardener
- 3418 Gardener Assistant Supervisor (vacant)
- 3419 Municipal Stadium Groundskeeper
- 3428 Nursery Specialist
- 7226 Carpenter Supervisor I
- 7238 Electrician Supervisor I
- 7242 Painter Supervisor I
- 7342 Locksmith
- 7344 Carpenter
- 7345 Electrician
- 7346 Painter
- 7347 Plumber
- 7348 Steamfitter
- 7355 Truck Driver (Heavy, Light, Medium)

II. WAGE RATES

The present hourly wage rates for the above classifications shall be amended as follows, effective December 25, 1999.
### Class #  | Class Title                  | Step 1   | Step 2   | Step 3   | Step 4   | Step 5   
---|---|---|---|---|---|---
3417  | Gardener                      | $17.22   | $18.07   | $18.96   | $19.89   | $20.87   
3419  | Municipal Groundskeeper       | $19.86   | $20.84   | $21.86   | $22.95   | $24.10   
3428  | Nursery Specialist            | $19.89   | $20.87   | $21.89   | $22.97   | $24.13   
7226  | Carpenter Supe. I             | $28.32   | $29.72   | $31.20   | $32.77   | $34.41   
7238  | Electrician Supe. I           | $27.51   | $28.89   | $30.33   | $31.84   | $33.43   
7242  | Painter Supe. 1 (A)           | $23.65   | $24.82   | $26.08   | $27.37   | $28.75   
7242  | Painter Supe. 1 (B)           | $24.95   | $26.21   | $27.52   | $28.89   | $30.33   
7342  | Locksmith                     | $22.97   | $24.13   | $25.32   | $26.57   | $27.91   
7344  | Carpenter                     | $22.97   | $24.13   | $25.32   | $26.57   | $27.91   
7345  | Electrician                   | $24.34   | $25.55   | $26.83   | $28.18   | $29.58   
7346  | Painter                       | $20.87   | $21.89   | $22.97   | $24.13   | $25.32   
7347  | Plumber                       | $26.45   | $27.78   | $29.15   | $30.61   | $32.13   
7348  | Steamfitter                   | $26.45   | $27.78   | $29.15   | $30.61   | $32.13   
7355  | Truck Driver (Heavy)          | $23.31   | $25.69   | $25.69   | $25.69   | $25.69   
7355  | Truck Driver (Light)          | $20.19   | $22.23   | $22.23   | $22.23   | $22.23   
7355  | Truck Driver (Medium)         | $21.71   | $23.88   | $23.88   | $23.88   | $23.88   

### III. INTENT

This resolution is not intended to modify any other form of compensation, benefits, or other term or condition of employment not specifically enumerated herein.
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1999-2000
(Resolution No: 991216-S4)

BACKGROUND INFORMATION:

The administration has provided the non-exclusive representative of the specified “Building Trades Supervisory” and “Building Trades” employees 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 Educational Employment Relations Act. The administration has subsequently recommended adjusting the wage rates for “Building Trades Supervisory” and “Building Trades” employees, as set forth in Attachment 1.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the modified wage rates for the “Building Trades Supervisory” and “Building Trades” classifications described in Attachment 1, to be effective on the date specified therein;

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee(s) are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund implementation of this Resolution.

Lawrence C. Klein, Originator

12/16/99 - S4 page 1
MODIFIED WAGE RATES FOR DISTRICT DESIGNATED
BUILDING TRADES SUPERVISORY AND BUILDING TRADES CLASSIFICATIONS
FOR FISCAL YEAR 1999-2000

I. CLASSIFICATIONS
The modified wage rates as set forth herein shall be applicable to the positions and/or employees designated as “Building Trades Supervisory” or “Building Trades” in the following classifications:

A. BUILDING TRADES SUPERVISORY:
   7205 Chief Stationary Engineer

B. BUILDING TRADES:
   7333 Apprentice Stationary Engineer (A)
   7334 Stationary Engineer
   7335 Senior Stationary Engineer

II. WAGE RATES
The present hourly wage rates for the above “Building Trades Supervisory” and “Building Trades” classifications shall be amended as follows, effective December 25, 1999.

<table>
<thead>
<tr>
<th>Class #</th>
<th>Class Title</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>7205</td>
<td>Chief Stationary Engineer</td>
<td>$26.47</td>
<td>$27.79</td>
<td>$29.20</td>
<td>$30.64</td>
<td>$32.17</td>
</tr>
<tr>
<td>7333</td>
<td>Apprentice Stationary Engineer (A)</td>
<td>$16.65</td>
<td>$17.92</td>
<td>$19.20</td>
<td>$20.48</td>
<td>$21.75</td>
</tr>
<tr>
<td>7333</td>
<td>Apprentice Stationary Engineer (B)</td>
<td>$23.04</td>
<td>$24.31</td>
<td>$24.31</td>
<td>$24.31</td>
<td>$24.31</td>
</tr>
<tr>
<td>7334</td>
<td>Stationary Engineer</td>
<td>$21.12</td>
<td>$22.17</td>
<td>$23.25</td>
<td>$24.37</td>
<td>$25.59</td>
</tr>
<tr>
<td>7335</td>
<td>Senior Stationary Engineer</td>
<td>$23.80</td>
<td>$24.98</td>
<td>$26.22</td>
<td>$27.52</td>
<td>$28.90</td>
</tr>
</tbody>
</table>

III. INTENT
This resolution is not intended to modify any other form of compensation, benefits, or other term or condition of employment not specifically enumerated herein.
DATE: December 16, 1999                   S5

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL
Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Information Systems Manager (1071)  
(Resolution No. 991216-S5)

BACKGROUND INFORMATION:

The Administration intends to fill the classification of Information Systems Manager (1071) effective on or about January 15, 2000. The 1071 classification has not previously been utilized by the District. Therefore, the Administration recommends that the Board of Trustees authorize the Administration to establish wage rates/premiums and benefit levels for the 1071 classification.

RECOMMENDATION:

RESOLVED: That the Board of Trustees: (1) authorizes the Administration to establish the hourly wage rates for fiscal year 1999-2000 for the 1071 classification as follows: $36.66 at Step 1; $38.50 at Step 2; $40.43 at Step 3; $42.45 at Step 4; and $44.58 at Step 5, and (2) authorizes the Administration to establish benefit levels for the 5268 classification consistent with the benefit levels provided to other unrepresented classified management, supervisory and confidential employees, as appropriate; and

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee(s), are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Clara Starr, Originator

12/16/99 – S5 page 1
DATE: December 16, 1999  S6

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL
Establishment of Alumni Resource Development and Recognition Program
(Resolution No. 991216-S6)

BACKGROUND INFORMATION:

City College of San Francisco has developed a long-term list of priority needs and facilities requirements that include the need for new and remodeled classroom/laboratory space and buildings; renovation of existing facilities; campus beautification and landscaping; and on going, scheduled maintenance. City College annually serves more than 95,000 students and has been serving a significant number of area residents since 1935, resulting in a strong base of potential support that needs to be organized, tracked, and nurtured.

RECOMMENDATION:

WHEREAS: City College is seeking to cultivate and develop a strong relationship and bond with Alumni and friends of CCSF; and

WHEREAS: It is prudent to develop additional sources of revenue to support various CCSF needs; and

WHEREAS: It has been suggested that a “Walk of Fame”, comprised of individual bricks or pavement enhancements acknowledging the names of the graduating class member or organization, or any combination thereof; and

12/16/99 – S6 page 1
WHEREAS: There has also been an expressed need for special funds to support campus beautification and landscaping requirements,

THEREFORE, BE IT RESOLVED: That the Board hereby directs the Chancellor, the District Administration, and the new Dean of College Development to work with the selected college committees to effectively implement this special Alumni Recognition Program (including the Walk of Fame) as soon as feasible.

Originators: Trustee James Haskell Mayo, II
Trustee Lawrence Wong
Trustee Anita Grier

12/16/99 – S6 page 2
DATE: December 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL
Feasibility Study to Review Distance Learning Opportunities with
Public Transportation, i.e. BART/Caltrain
(Resolution No.991216-S7)

BACKGROUND INFORMATION:

City College is in the process of developing a technology plan that will provide for the identification of
a variety of opportunities for connecting the campuses in our District to enhance the opportunities for
distance learning, telecommunications, and interactive television.

Other colleges and universities are actively pursuing a variety of innovative approaches to develop
delivery services that meet the growing demands of today's working adults for access to educational
opportunities. Among the successful models are the “commuting classrooms,” now a global
phenomena, inspired by the “Brain Train”, launched in 1997 by Capilano College in North Vancouver.
In Long Island, NY, the Long Island Railroad classroom on wheels comes complete with audiovisual
presentations, microphones for students and instructors, and a swivel chair for the instructor to face
students on either side. Within two years, the time spent on a commuter train may earn a rider his or
her degree. The tuition cost will be the same as for courses offered on the local college campus, plus
the regular commuting cost.

As commuting time increases around the Bay Area, solutions like the “Brain Train” are the kind of
options we need to consider as we develop our Technology Communication Plan.

12/16/99 – S7 page 1
RECOMMENDATION:

THEREFORE, BE IT RESOLVED: That the Board of Trustees has directed the Chancellor to allocate $15,000 to assess the needs for such a delivery system and examine the feasibility of putting such a system in place for this District in cooperation with Bay Area Public Transit.

Originators: Trustee Rodel Rodis
Trustee Robert Varni
Trustee Anita Grier

12/16/99 – S7 page 2
DATE: December 16, 1999  

TO: Board of Trustees  

FROM: Dr. Philip R. Day, Jr., Chancellor  

Subject: SPECIAL Proposed Legislative Action Plan (Resolution No. 990128-S8)  

BACKGROUND INFORMATION:  

Attached for your review and approval is a copy of the proposed Legislative Action Plan which provides specific details on the Board of Governor’s budget request for 2000-2001. You will note that for each of the major items of the budget requests, we have provided a “brief” overview of the issue and how it impacts on City College. In each case we have pointed out what would be City College’s fair share allocation. Additionally, other Legislative Issues are also identified (e.g. Non-Credit Equity) and their relevance to City College are discussed.  

It is my intent to utilize this as a guide for our future work in Sacramento. We need to be mindful that situations and issues change as the legislative process evolves. Peter Goldstein, Dale Shimasaki, Leslie Smith and I met with representatives of our legislative delegation to lay the groundwork for our plans and agendas. Early in the coming legislative session, I plan to arrange meetings with our legislative delegation and as many of our Board members as possible. The purpose would be to push our legislative priorities and discuss the dynamics of the legislative session, and solicit their support for our institution.  

I recommend the Board approve the Plan with the understanding that it is a “living/evolving” document that will necessarily have to change as the need and situation arises. Thank you for your support. Finally, I’d like to thank Peter Goldstein, Bob Gabriner, Leslie Smith and Dale Shimasaki for their assistance in putting this plan together.

12/16/99 - S8 page 1
RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the attached “City College of San Francisco Legislative Priority List FY 2000-2001” as the District’s position on substantive issues that will be addressed during the 1999 Legislative Session.

Dr. Philip R. Day, Jr., Originator

12/16/99 – S8 page 2