I. Reports from the Committee Chairs

A. College Diversity Committee (Dr. Philip R. Day, Jr.)

Chancellor Dr. Day gave an update on the ongoing projects. First, Dr. Day mentioned “The High School Report” which was just published by the Office of Research and Planning and circulated both internally and externally. Other ongoing projects of the College Diversity Committee are; Title IX, Strategic Implementation Plan and the Multi-Cultural Infusion Project. Dr. Day will keep the Council up to date on the progress of these projects.

B. Communication Committee (Francine Podenski)

Francine Podenski, the chair of the Communication Committee, announced that the CCSF homepage won an award as one of the best community college websites. To further improve the web design there will be an online survey. In addition, Chancellor Dr. Day suggested that the committee should contact 15 to 20 web designers and ask them to critique the CCSF homepage. There also should be a study conducted with student focus group(s) about the website design and its usability from the students’ point of view. Finally, a cooperation between the Communication Committee and the ITPC was also recommended.

C. ITPC (Bill Beaver)

Bill Beaver, the chair of the ITPC informed the Council that the new telephone system project, was on schedule and should be completed by December. Further discussion was about the “high security and low access” policy of the ITS which was implemented without the consultation of the ITPC and consequently the College Advisory Council. Chancellor Dr. Day suggested that “enough security and high access” should be the goal of the college. The ITS should work this issue out with the ITPC.

II. Shared Governance Program Review (Robert Gabriner)

Robert Gabriner gave an update on the shared governance program review. Dr. Gabriner distributed the results of the online survey. Although at this point there was no response from the students, some 45% of the district employees completed the survey. Dr. Gabriner also distributed a revised shared governance program review timeline, which identified March 1, 2004 as the ending date of the review process. Last, the summary of the shared governance listening session was distributed. On the request of the Academic Senate there is going to be an additional listening session, scheduled for October 29th. To increase the turnout, in addition to the mailing and the announcements in the City Currents, there will be flyers posted throughout the campus.
III. Personnel and Organizational Issues (Dr. Philip R. Day, Jr.,)

Chancellor Dr. Day told the Council that Dr. Don Griffin shall remain the Vice Chancellor of Student Services and he will also take over the responsibilities of Frances Lee, who recently retired. The position of Vice Chancellor for Student Services will be advertised and filled by July of 2004. The position of Frances Lee will be filled by Dr. Griffin until his retirement in 2005.

Minutes were prepared by Attila Gabor