

CITY CURRENTS



A NEWSLETTER FOR THE CITY COLLEGE COMMUNITY

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APRIL 8-14, 2002

Choose closed-captioned videos; students benefit in many ways

By **Thomas Hetherington**

Alternate Media Specialist

Disabled Students Programs and Services

Are you a faculty member who sometimes shows or assigns educational videos to classes? Do you sometimes recommend new video purchases for your department? If so, please choose videos that are closed-captioned.

Closed-captioning is similar to subtitles. The captioning displays on-screen all spoken narration and dialogue. However, unlike subtitles that are designed to translate foreign languages, closed-captioning is designed to provide access for people who are deaf and hard-of-hearing. Captioning can be turned on or off as needed and, unlike subtitles, captions also describe important sounds.

Faculty members should consider the many benefits of using closed-captioned materials in addition to the legal accessibility requirements. Obviously, it gives direct access to students who are deaf. Even if you don't have a student who is deaf, you are likely to have students with

mild to serious hearing impairments that can benefit from captions.

Also consider the fact that many of our students speak English as a second language. For some of these students, it can be a real challenge to understand spoken language in a video. In a conversation, the student can ask for clarification, but not in a video. Furthermore, many videos are fast-paced, and characters on screen may speak with accents or use slang, leaving some students far behind.

By ordering, assigning or showing closed-captioned materials, everyone gets an equal chance. So, before you fill out the next requisition, stop and ask the vendor, "Is it closed-captioned?" If the video isn't closed-captioned, let the vendor know you prefer closed-captioned materials. Eventually, they'll get the message and all new educational films will be captioned.

If you have questions about captioning or need assistance locating captioned materials, please telephone me, Thomas Hetherington, the Alternate Media Specialist, Disabled Students Programs and Services, at (415) 452-5333.

CCSF faculty big contributors to CATESOL confab

By **Sally Winn**

Faculty from CCSF were major contributors to the California Teachers of ESL (CATESOL) Annual State Conference held in San Francisco on March 14-17. Thirty-six teachers took leadership roles by presenting workshops, demonstrations, papers, and posters, introducing speakers and facilitating panels.

ESL Department faculty to be congratulated for their efforts include **Patricia Arack, Karen Batchelor, Morris Bibliowitz, Christine Bunn, Elma Cabahug, Agnes Chan, Dominique Chapuis, Rachel Cohen, Venette Cook, Kevin Cross, Lu Marla Dea, Ann Dennehy, Terry Doyle, Nina Gibson, Jennifer Hammer, Shama Hasib, Lillian Ho, Camille Hoffman, Lori Howard, Rick Kappra, Angelika Kasten, Laila Kramer, Elizabeth Kuizenga-Romijn, Susan Lawson, Judy Leatherman, Eunice Lew, Debra Liu, Erin Lofthouse, Tina Martin, Vincent Meis, Katarina Mijatovic, Lynn Schneider, Nadia Scholnick, Elisa Shore, Randi Slaughter, Barbara Stoops and Anne Whiteside.** Alemany Dean Gary Tom also provided support.

In addition, 15 ESL Department faculty from CCSF served as chairs on the conference Steering Committee, including overall Conference Chair **Emilie Krustapentus**, and Site Chair **Vivian Ikeda**. Many other teachers did vital volunteer work during the four days of the conference, which drew over 2,600 people to Bill Graham Civic Auditorium.

FREE ADMISSION APRIL 12 AT LEGION OF HONOR

Visit museum on 'College Night'

The Education Department of the Fine Arts Museum of San Francisco invites all City College faculty, classified, administrators and students to attend College Night a free exhibition **Friday, April 12** from 6 to 8:45 P.M. at the Legion of Honor Museum, 34th Avenue and Clement Street. City College students from **Rick Rodrigues'** class in Museum Drawing (ART 131A/B) will be working from models and drawing in the museum galleries. College students and faculty are invited to this Surreal Costume party event free of charge with student or faculty ID. BYOM (bring your own mustache) or come in full costume! It will be an evening of music, art and exhibits for all to see and participate in. For more information telephone (415) 682-2481.

CITY CURRENTS

City Currents is published weekly during the Fall and Spring semesters by the Marketing and Public Information Office of City College of San Francisco. It is distributed free to all faculty, classified and administrators through the regular campus mail system. It is also available on the College's website at www.ccsf.edu/Services/Public_Information.

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City Currents welcomes submissions from all members of the City College of San Francisco Community.

Please note that the deadline is 10 AM Monday one week prior to the issue date.

To contact City Currents

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Deadlines for purchasing listed

James Kendrix, Chief Financial Officer, and **Kathy Hennig**, Purchasing Manager, would like to remind all members of the City College community of the following purchasing deadlines.

EQUIPMENT / SUPPLIES

April 26: The Business Office at 33 Gough Street must receive all requisitions for equipment and supplies, no later than April 26, 2002. This includes unrestricted, restricted, grant and child development fund purchases. This date also applies to all Office Depot orders, be they on-line or on paper. Please make sure requisitions are submitted far enough in advance to reach the Business Office by April 26. **Orders received after April 26 will not be processed and returned to the originator.**

- Summer school requisitions may be submitted until **June 12** (using Summer org. only)
- Purchasing for the next fiscal year begins on **July 8, 2002.**

PETTY CASH / TRAVEL ORDERS / TPAs

July 12: Petty cash, travel reimbursements and TPAs for items purchased and travel taken before June 30, 2002 must be returned to the Business Office no later

than July 12. All TPAs will be closed on this date. Please make sure all department staff members are aware of these important dates. In order to complete year-end processing in an accurate and timely manner, these dates are essential. Hopefully, early announcement of these dates will enable you to plan accordingly.

SHIPMENTS DURING SUMMER SCHOOL

If you anticipate orders arriving during the summer break, please designate a person in your office to receive orders on your behalf and to clear the necessary paperwork. This will assure your orders will be available and in good condition when you return, and aid in making timely vendor payments.

QUESTIONS ?

For questions about the following areas, please contact the person(s) named below.

- Budget status and changes: **Juliet Tolentino** 241-2261 or your Grant Accountant.
- Order status: **Alvin Wong** 241-2268 or **Elaine Best** 241-2269. Please provide the requisition number when calling.
- Payment status: **Richard Brown** 241-2263.

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Please donate sick leave/vacation time

Elizabeth Wong, former secretary of the Vice Chancellor of Academic Affairs/Provost, has been fighting Multiple Sclerosis (MS) for the past two years. Many of us know Elizabeth as "Lisa," a kind, warm-hearted person who was always willing to help others.

She started working in the Provost's Office in 1995. In 2001, Lisa was forced to reduce her working hours and was transferred to a less demanding position in the Office of Instruction. The disease progressed making her unable to perform this job and Lisa was forced to take sick leave. Lisa's sick leave is now exhausted, and she is seeking help from the classified staff.

Multiple Sclerosis is a chronic, often debilitating disease that affects an estimated 2,500,000 people in the world. MS attacks the protective covering of the nerve fibers, causing inflammation and destruction that impairs and disables many body functions.

In her early forties, Lisa has lost almost all sensation to her arms and legs. She must rely on a wheelchair and the aid of someone to perform the simplest chores we take for granted. This once active woman is now held captive by a merciless and disabling disease.

Lisa emigrated from Hong Kong with her husband and little daughter in 1991.

They worked very hard to establish a loving home and send their daughter to college. This disease may have robbed her body, but definitely not her spirit. Lisa wants to live long enough to see her daughter finish college, get married, and have children to call her "grandma."

Aside from her husband and daughter, she does not have any other relatives living here in this country.

Elizabeth really needs your help. If you have excess sick leave or vacation days you can donate, please fill out a Donor's Vacation/Sick Pay Transfer Form. **Her Recipient Identification Number is 000890.** Forms are available from the Office of Instruction on the Ocean Avenue Campus, Cloud Hall 308, phone (415) 239-3757; or Human Resources Department, 33 Gough St., telephone (415) 241-2246.

Life often includes unfortunate and unpredictable events, and we need help and support from each other. Please be generous and give Lisa a helping hand. Thank you.

Asian Pacific American Heritage celebration planned April 24

The 6th annual Asian Pacific American Heritage Celebration will be held **Wednesday, April 24** from 10:30 A.M. to 2 P.M. in the Lower Level of the Student Union on the Ocean Avenue campus.

Sponsoring the celebration are 17 Asian and Polynesian student clubs and other educational and cultural organizations at City College. To share their cultural heritage, members will showcase their missions and activities. Students also will be recruiting new members for their clubs. Free samples of ethnic food, folk art demonstrations, native dances and music are part of the program.

The Interclub Council of the Associated Students continues to contribute financially to this annual celebration. In addition, there is generous support from CCSF administrators, faculty and classified staff as well as friends from the community-at-large, which makes it possible to expand the event year year.

For additional information, contact **Jessie Chin** at (415) 239-3593, **Eva Cheng** at (415) 452-5227, **Minh Hoa Ta** at (415) 239-3846 or **Winnie Leong** at (415) 239-3875.

'Class of 2002' retirement party will be May 15

The Faculty Association and Chancellor **Philip R. Day, Jr.**, cordially invite you to join the entire college community in a celebration to honor this year's retirees. There are 20 retiring members in this class of 2002 who have given many years of service to the College, actually a combined total of 446 years of service.

Please join the party in the Pierre Coste Dining Room on the Ocean Avenue Campus, **Wednesday, May 15** from 4 to 6:30 P.M. A special presentation ceremony to recognize the lucky 20 retirees will be held at 5 P.M.

So come and enjoy the music, the buffet and, of course, the beer and wine.

The cost to Faculty Association members is \$10. For non-members, the cost is \$15. Please RSVP to **Patrick Wille** by **May 10**. Please make your checks payable to the "Faculty Association" and send them to Wille. His mailbox is C106.

WANT ADS

JUNE SUBLET — Two-bedroom home near Golden Gate Park and Ocean Beach. Garden, decks, views, comfortably furnished. Call (415) 759-6512.

CAR FOR SALE — 1988 Celica St. Well maintained by one owner. Call Wayne at (650) 738-1246.

CAT AND APARTMENT SITTER NEEDED — Mid-May through Mid-August. Located in the heart of the Castro, one bedroom, living room, kitchen and a large and always-sunny deck. No garage. Must ADORE cats and especially mine. She's older and quieter than most, just like her owner. Call (415) 355-0656 to set up an interview.

MISSION DISTRICT SUBLET — June & July, nice in-laws cottage. \$950 a month Call Curt (415) 282-5452 cdontblink@cs.com

STUDIO CONDO FOR RENT — Shelter Creek in San Bruno. New paint, new carpets. Near Hwy 280. Approx. 10-15 min. drive to CCSF. \$950 plus utilities. Available in late May. Call Cynthia (415) 452-5099 or (650) 520-7857.

UNIQUE ITALIAN RENTAL — Umbrian tower (La Torre di Guardia) in magnificent medieval hilltop town. \$850 per week. Call 510-528-1331.

LONDON FLAT FOR RENT — Comfortable London flat available for weekly rental. Convenient location, near Northern Line tube station and a direct line to theatre district, West End, museums, etc. All amenities including washer/dryer, central heating, weekly cleaning service. Call or e-mail for details. D. Cotter at (415) 864-4398 or dcotter@ccsf.org

Election underway for Executive Council Members

All members of the Academic Senate should receive in the mail a packet of voting materials for the election of the Executive Council.

Voting Instructions

Do not discard the envelope in which election material is enclosed.

Enclosed in the "Academic Senate Election" envelope, along with instructions, will be (1) a small envelope for your ballot; (2) a Scan-Tron ballot form.

For each nominee you wish to vote for, blacken the "A" bubble on the line assigned to that candidate on the Scan-

Tron form with a #2 pencil. Vote for no more than 15 candidates. (Candidates are listed in the order of a random drawing by the election commission.)

- a. Mark your ballot (Scan-Tron form)
- b. Insert the ballot in the small envelope.
- c. Seal the small envelope (to protect your anonymity, do not sign the small envelope)
- d. Place this sealed small envelope in the large "Election Material" envelope
- e. Seal the envelope.
- f. Sign your name on the Election Material envelope where indicated. Your

signature is required for your ballot to be valid.

g. Return envelope to the Academic Senate in one of the following ways: Campus Mail to E202; hand delivery to the Academic Senate Office, E202; U.S. Mail addressed to Academic Senate Election, City College of San Francisco, 50 Phelan Ave., Box E202, San Francisco, CA 94112

Note: all ballots, including mailed ballots must be received by Noon Friday, April 26, 2002. If you have any questions, please contact the Academic Senate Office at (415) 239-3611.

Graduation Ceremony

Faculty, Classified and Administrator Participation Form

May 24, 2002 • Davies Symphony Hall • San Francisco

Faculty, Classified and Administrators who order caps and gowns by the deadline of April 15 are guaranteed delivery by May 15. All late orders subject to availability, and all applicable freight charges.

Name _____ Campus Phone _____

Email address _____ Campus Mailbox _____

To reserve your place at CCSF Graduation Ceremony 2002, indicate below:

- I own my graduation regalia - Please save me a seat for the ceremony
- Please order a rental gown for me for this year's ceremony. Mail this form with payment (if renting regalia) to: CCSF Bookstore Annex, 11 Phelan Ave., San Francisco, CA 94112

Degree Title _____ Discipline _____
Bachelor, Master, Doctor, Jurisdoctor, LLD, etc. Examples: Education, Law, Humanities, English

School Name _____ School Location _____

School Colors _____

If known, or if particular colors are requested. Bookstore personnel will do their best to have the correct colors, if available.

Degree packages: (includes gown, hood, mortarboard cap and tassel)

Bachelor Rental:	Item # 2610005	\$40.99 + tax \$3.48	Total cost: \$44.47
Master Rental:	Item # 2610006	\$42.99 + tax \$3.65	Total cost: \$46.64
Doctor Rental:	Item # 2610007	\$44.99 + tax \$3.82	Total cost: \$48.81

Questions? Call the CCSF Bookstore Annex at (415) 452-5210 or visit the bookstore web site at www.ccsf.edu/bookstore

City College of San Francisco Hotel and Restaurant Department invites you to

Wok on the Wild Side

Wednesday, April 17, 2002

6- 9 P.M.

Statler Wing

Ocean Avenue Campus

To benefit scholarships for students as well as enhance the kitchens and building facilities.

Roaming Chef: Narsai David

Restaurateur and Food Writer

Official Greeter: Tom Sweeney

Head Beefeater Doorman, Sir Francis Drake Hotel

Please reserve _____ tickets at \$75 per person.

I would also like to be a sponsor by making a tax deductible donation of

5 Star: \$1000

4 Star: \$500

3 Star: \$250

Name _____ Day Phone _____

Department _____

Street Address _____

City _____ State _____ Zip _____

Guest Names _____

My check in the amount of \$ _____ is enclosed.

Please make your check payable to Hotel and Restaurant Department and forward to

Hotel and Restaurant Department

City College of San Francisco

50 Phelan Ave.

San Francisco, CA 94112

Reservations will be held at the door.

Please RSVP by Wednesday, April 10, 2002.

MENUS — WEEK OF APRIL 8–12, 2002

BREAKFAST – TASTE BUDS — 7:30–9:50 A.M.

Eggs • Breakfast Meats • Pancakes • Waffles • French Toast • Cereals • Pastries • Juices • Coffee • Tea

LUNCH — PIERRE COSTÉ ROOM (PCR) — 11:15 A.M.–12:30 P.M.

Salads and Starters

Tossed Green Salad: mixed greens, cucumber, tomatoes, daikon, olives, choice of house vinaigrette, 1000 island, blue cheese, or ranch

Roasted Duck Salad: poached pears, toasted walnuts, breaded warm goat cheese, mixed greens, with walnut vinaigrette

Fennel, Fuji Apple and Spinach Salad: shredded white cheddar cheese, mixed greens, with Apple vinaigrette

Fried Calamari: with lemon aioli

Greek Salad: cucumber, avocado, toasted pine nuts, caramelized onions, tomatoes, crostini with olive tapenade, mixed greens, creamy garlic-herb dressing

Blue-Corn Fried Chicken Salad: mixed greens, roasted peppers and beets, tomatoes, chives with Cayenne buttermilk dressing

Soup of the Day • Pasta of the Day

Entrees

Chicken Breast: prosciutto, mozzarella, roasted red pepper sauce, polenta, sautéed spinach

Pork Medallions: sautéed tomatoes, leeks, garlic, sage, mashed potatoes, sautéed spinach

Grilled Sea Bass: bed of corn, potatoes, arugula, tarragon bierre blanc

Braised Beef Short Ribs: mashed potatoes, tourne vegetable

Thai Vegetable Curry and Braised Tofu: jasmine rice

Sandwiches (Served with your choice of green salad, french fries or salad of the day)

Classic Tuna Sandwich: tomatoes, celery, onions, mayonnaise, your choice of bread

Grilled Chicken “Dagwood:” avocado, bacon, jack cheese, tomato, red onion, lavosh bread

North Carolina “Pulled” Pork Sandwich: grilled onions, sourdough roll

Falafel: sautéed chickpeas, tahini, cucumber, tomato relish, pita

LUNCH — CAFETERIA — 11 A.M.–1:15 P.M.

Please check out the freshly prepared specials at the A la Minute Station

Monday, April 8

Broiled Salisbury Steak with Mushroom Sauce • Elbow Macaroni • Green Peas with Onions • Zucchini Provençale
Veal Cutlet Milanaise • Savoyarde Potatoes • Soup: Chicken, Barley and Mushroom

Tuesday, April 9

Stuffed Chicken Florentine • Lyonnaise Potatoes • Carrots Saute • Brussels Sprouts with Bacon and Onions
Baked Ling Cod Primavera • Boiled Potatoes • Soup: Cream of Watercress

Wednesday, April 10

Baked Ham with Raisin Sauce • Oven Roasted Potatoes • Braised Swiss Chard • Baked Summer Squash
Chili Rellenos Casserole • Spanish Rice and Gordo Beans • Soup: Roasted Eggplant

Thursday, April 11

Fried Chicken • Mashed Red Potatoes with Roasted Garlic • Buttered Broccoli • Sautéed Asparagus
Roast Shoulder of Veal • Herb Potatoes • Soup: Potato Cheddar

Friday, April 12

Fried Filet of Red Snapper with Tartar Sauce • French Fried Potatoes • Mixed Vegetables • Zucchini Fine Herbs
Yankee Pot Roast • Parsley Potatoes • Soup: New York Clam Chowder

DINNER — CAFETERIA — 5:45–7 P.M.

A la Carte Salad Bar available Monday through Thursday evening

Monday, April 8

Sole Joinville • Boulanger Potatoes • Buttered Peas • Soup: Chicken, Barley and Mushroom

Tuesday, April 9

Roast Chicken • Rice Pilaf • Sautéed Green Beans • Soup: Cream of Watercress

Wednesday, April 10

Beef Patty Wellington with Sauce Bordelaise • Carrots Battonet • Steamed Asparagus Spears • Soup: Roasted Eggplant

Thursday, April 11

Sweet and Sour Pork • Fried Rice • Chinese Broccoli • Soup: Potato Cheddar

LUNCH AND DINNER ALSO ARE SERVED IN THE EDUCATED PALATE DINING ROOM AT THE CCSF DOWNTOWN CAMPUS, 800 MISSION ST. (CORNER FOURTH STREET). TELEPHONE (415) 267-6509 FOR DETAILS.

Master Calendar

April 8 -- May 3, 2002

Rev. 4/03/2002 (Subject to change without prior notice)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 2:15 p.m. A.S. (SU-208)	2	3 2:15 - 4:15 p.m. Transfer Issues R-206 2:30 - 5:00 p.m. Academic Senate (Mission) <i>9:00 p.m.</i> <i>Cable casting of the Board Meeting (EATV 27)</i>	4 2:00 - 4:00 p.m. CAC (E-200)	5 <i>Board Resolutions due to the Vice-Chancellors</i>
8 1:00 - 2:00 p.m. Graduation (R-206) 2:00 - 4:00 p.m. Program Review	9 2:00 p.m. Concert Lecture R-206 2:30 - 4:00 p.m. Parking/Transportation R-206	10 1:30-3:30 p.m. Cal-Works (R-206) 1:30 p.m. Curriculum Committee C-334 1:30-3:30 p.m. Scholarship Subcom/LocTBA <i>9:00 p.m.</i> <i>Cable casting of the Board Meeting (EATV 27)</i>	11 2:00 - 4:00 p.m. DCC (S-100)	12 1:00-4:00 p.m. PBC (R-518) <i>Last day to petition for Leave of Absence. Last day for Student-Instructor Initiated Withdrawal. Instructor must assign a grade or incomplete after this date.</i>
15 2:30 p.m. College Agenda Review E200 2:15 p.m. A.S. (SU-208)	16 3:00 - 5:00 p.m. Classified Senate (B-307)	17 1:30 - 3:00 p.m. Matriculation Advisory-C334 2:30 - 5:00 p.m. Academic Senate (R-518) <i>9:00 p.m.</i> <i>Cable casting of the Board Meeting (EATV 27)</i>	18 2:30 - 4:00 p.m. College Council (S-100)	19
22 1:00 - 4:00 p.m. Graduation (R-206) 2:14 - 4:15 p.m. Academic Policies (A-309)	23	24 <i>9:00 p.m.</i> <i>Cable casting of the Board Meeting (EATV 27)</i>	25 12:00 - 1:00 p.m. ESS Council (E-200B) 5:00 p.m. Board of Trustees Closed Session (JAD) 6:00 p.m. Board of Trustees Open Session (JAD)	26
29 2:15 p.m. A.S. (SU-208)	30	1 2:15 - 4:15 p.m. Transfer Issues R-206 2:30 - 5:00 p.m. Academic Senate (R-518) <i>9:00 p.m.</i> <i>Cable casting of the Board Meeting (EATV 27)</i>	2 2:00 - 4:00 p.m. CAC (E-200)	3 1:00-4:00 p.m. PBC (R-518) <i>Board Resolutions due to the Vice-Chancellors</i>

Calendar is regularly updated by the Office of Shared Governance. To submit meeting notices call Attila Gabor at 239.3812
 The Master Planning Calendar is available via Internet at http://www.ccsf.org/Offices/Shared_Governance