

CITY CURRENTS



A NEWSLETTER FOR THE CITY COLLEGE COMMUNITY

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SEPTEMBER 27–OCTOBER 3, 2004

Bernard Osher Foundation gives CCSF \$3.7 million

City College of San Francisco has announced major grants totaling \$3,700,000 from the Bernard Osher Foundation which have created the CCSF Bernard Osher Scholars Endowment. The Endowment serves two specific programs: the Osher Closing the Gap Program and the Technical Scholars Program. It is estimated that the interest from this endowment will assist up to 900 students in the 2004-2005 academic year and many more in coming years.

“For many students attending community colleges affordability continues to be an obstacle. The creation of the City College Bernard Osher Scholars Endowment will make it possible for many students at City College of San Francisco to realize their dreams for a better life through education,” said City College Board President **Lawrence Wong**. “We are indebted to **Bernard and Barbro Osher** for their continuing support of education for all.”

“Bernard and Barbro Osher have a long tradition of assisting students to achieve a college education both in the San Francisco Bay Area and across the country,” stated Dr. **Philip R. Day, Jr.**, City College Chancellor. “Their continued generosity, caring and commitment to access has allowed thousands of students from California to Maine to attend college and graduate,” Dr. Day added.

“Bernard and Barbro Osher consider college and university scholarships the most immediate way in which they can help people realize their potential and become contributing members of society,” said **Mary Bitterman**, president of the Bernard Osher Foundation. “They regard their grants to City College of San Francisco as a strategic investment in the

community, and they hope others will join them in supporting CCSF and the 110,000 students it serves each year.”

The Bernard Osher Foundation seeks to improve the quality of life for residents of the San Francisco Bay Area and the State of Maine through post-secondary student scholarships and arts and humanities grants. It also supports selected programs in integrative medicine as well as a national network of lifelong learning institutes for older adults. Bernard Osher is a businessman and community leader, a patron of the arts and education, whose philanthropy has affected countless organizations over the past quarter century. His wife, Barbro Osher, serves as Chairman of the Foundation.

It was the hope of the Bernard Osher Foundation that the gift would offset the dramatic and recent increases in tuition and allow many students, despite such increases, to continue their education. The City College Osher Scholars Endowment will be especially beneficial to those who require financial assistance to achieve their academic and career goals. The funds can be used to augment any of the costs related to attending City College, including tuition, textbooks, childcare or transportation expenses, etc.

A large portion of the annual earned interest from the Osher Scholars Endowment will be disbursed each year to CCSF’s Closing the Gap, a program which targets continuing students who are registered for nine or more college units, maintain a grade point average of 2.0, or greater, and have demonstrated a substantial financial need. **Jacqueline Garcia**, who graduated from San Francisco Unified School District’s Thurgood Marshall High School, is one

of the recipients of a \$150 Osher Scholars grant for Fall 2004. Jacqueline will be using the grant “to buy books and other school materials” needed for her studies in vocational nursing. **Alexander Goncharov** is yet another student awarded a \$150 Osher Scholars grant this fall. Alexander will be using the grant “to pay for textbooks, and to pay the difference in tuition fees from \$18 to \$26 per unit for Fall 2004.”

The Endowment will also disburse annually to the College’s Technical Scholars, a program which offers up to \$2500 in financial support to students engaging in non-paid internships that are often required for graduation. During the 2003-2004 and the 2004-2005 academic years nearly 80 students will have been named as Osher Technical Scholars. Competitively selected, recipients must have completed 30 units in their area of study, demonstrated a significant economic need, and have been identified by their departmental faculty as having exceptional potential in their chosen career field as well as achieved academic success.

Four students in City College’s Dental Assisting Program received Osher Technical Scholars grants including **Phuong Lam**, who earned a BS from the University of California of Santa Barbara prior to starting her education at CCSF, and is now applying to dental school. **Lori Hui**, another Osher Technical Scholar recipient, began her working career as a dental assistant in a San Francisco dental office and has now successfully completed her dental assisting studies at City College. Hui, who previously earned a bachelor’s degree from San Francisco State University, used her Osher Technical grant to pay for the cost of her state and national board exams.

CITY CURRENTS

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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.**

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Workshops to teach web-based time entry for student payroll

Editor's Note: The following message from the Chancellor's Office was sent via email on September 21 to all members of the City College community.

Beginning with the Fall Semester 2004, CCSF is transitioning to web based time entry for student employees. This is the first phase of a college wide web time entry transition. This web-based time entry option is currently available to all students. The supervisors of students will approve time entered via the web as well.

In order to approve time, supervisors need to have a Banner account established. If a Banner account needs to be established, please submit an ITS Request for Computer Account Form (please call the ITS help desk at 415-239-3711 for blank forms) to Payroll Services at Gough Street.

Student and Supervisor Handbooks (instructions) are available on the Payroll Services web site. The navigational directions are: www.ccsf.edu +Administration + Payroll + Ram Pay + Web Time Entry Handbooks. In addition, Payroll Services will be providing the following workshops:

Tuesday, September 28, 4 -6 P.M., Ocean Avenue Campus, Louise and Claude Rosenberg Library, Room 518

Friday, October 8, 9-11 A.M. Gough Street, Room #62 (Lower Level)

Friday, October 8, 1-3 P.M., Ocean Avenue Campus, Rosenberg 5183:00 pm

Workshops should be attended by both supervisors and students so that the entire web-time entry and approval process can be reviewed. Students should bring copies of their current time sheets or sign-in logs for actual time entry.

If these workshop locations, dates and/or times are not workable, please contact **Donald Lind**, Director, Payroll Services, at dlind@ccsf.edu to schedule an alternative workshop.

Questions regarding this transition should be directed to **Rose Vela**, Student Payroll Supervisor, at (415) 241-2368.

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New Faculty Professional Development Plan begins

By Ed Murray
AFT 2121 President

AFT and the District finished negotiating in June a new Professional Development Plan (PDP) provision designed to aid faculty members in clarifying and focusing on their professional goals while at the same time constructing a clear path to reach those goals and to advance through the salary columns. Under the new provision faculty will be able to receive preapproval for plans and specified courses/seminars/workshops for periods from one to three years. Contract language is now in place, forms have been developed, and faculty members are encouraged to begin submitting PDPs now. (Note: Participation in the PDP process is voluntary; faculty will still have the ability to (1) apply for preapproval for undergraduate courses the traditional way, i.e., on a course-by-course basis, and (2) pursue graduate courses at will.) The PDP provision is a pilot program and is scheduled to be evaluated by AFT and the District in Spring 2006.

What are the advantages of submitting a Professional Development Plan?

- The very nature of the PDP involves faculty taking a coherent look at where they are now and where they would like to be in the future in terms of their education and their role at City College. The first part of the planning/approval process consists of a short self assessment in which faculty enumerate their strengths, limitations, areas for potential growth, current responsibilities and long-range professional growth goals.
- Goals will further the Priorities set forth in the College's Strategic Plan,¹ and courses/seminars/workshops submitted for preapproval as part of an overall PDP will be considered under this expanded criteria: rather than the present set of criteria for preapproval of undergraduate courses (i.e., relevance to the instructor's discipline, assignment, skills or professional responsibilities).

- As part of an overall PDP, faculty can submit for preapproval, and equivalent unit credit for salary column movement purposes, educational experiences such as industry or professional conferences, seminars, continuing education courses, courses taken at unaccredited institutions and non-credit classes in addition to graduate and undergraduate courses from accredited institutions.

- As part of an overall PDP, faculty will be able to take care of course preapproval for a bloc of courses at one time rather than having to submit a separate form for each undergraduate course.

Is the new Professional Development Plan just for new faculty?

All faculty who would like to move to a higher salary column while growing professionally are encouraged to take advantage of the new PDP provision. The PDP may appeal to faculty undergoing tenure review, as that process also includes a self-assessment component.

Who will pass judgment on the approval of the PDPs?

The approval process follows the same path currently in place for pre-approval of individual undergraduate courses. Faculty will send their plans first to the dean of their discipline (school dean); after the plan has been approved (perhaps with modifications suggested by the school dean), it will be forwarded to the appropriate vice-chancellor, the Vice-

Chancellor of Academic Affairs or the Vice-Chancellor of Student Development, for final approval. Faculty who receive approval for multi-year PDPs have the opportunity to propose amendments to the goals or components of their plans during an annual review cycle conducted with the school dean, subject to final approval by the appropriate vice chancellor.

How do I get started, and where can I get help in completing the planning/approval process?

To obtain a copy of the PDP provision and forms, call AFT (415-585-2121) or the District Employee Relations office (415-241-2255) or contact the AFT website, www.aft2121.com. Faculty are welcome to call the union for guidance and are encouraged to consult with the appropriate school dean in composing their PDPs.

¹ (1) Increasing student success, as demonstrated by student learning outcomes; (2) Strengthening and improving academic programs; (3) Expanding programs to meet educational and training needs related to workforce, economic, and community development; (4) Expanding campus outreach and recruitment, increasing access to educational opportunities for all those in need; (5) Increasing the quality and accessibility of student development services; (6) Identifying and promoting strategies to ensure stabilized funding resources; (7) Upgrading and expanding technology utilization; and (8) Promoting a dynamic organizational climate and promoting diversity.

SAVE THE DATE

Classified Staff Development Day

October 11, 2004

Address by Dr. Philip R. Day, Jr., Chancellor

Keynote speaker, workshops, classes

Breakfast and lunch will be provided

Details will be available in a Flex Booklet to be sent to all Classified employees prior to the event. For further information, call (415) 239-3920.

Official Minutes of the Academic Senate Executive Council

Ocean Avenue Campus, Room R518 — Wednesday, September 1, 2004, 2:30–5 P.M.

Council Members Present: Loren Bell, Rosemary Brinson, Dominique Chapuis, Ann Clark, Ophelia Clark, Sunny Clark, Mark Fan, Maria Franco, Christopher Greger, Darrel Hess, Lynda Hirose, Joshua Law, David Lisker, Susan Lopez, Madeline Mueller, Glenn Nance, John Odell, Denise Quinn, Pablo Rodriguez, Lisa Romano, Karen Saginor, Jane Sneed, Fred Teti, Pierre Thiry, Melinda Weil, Grace Yu

Council Members Absent: Fred Chavaria, Christopher Johnson

Other Senate Members Present: Deanna Abma, Karen Cox, Jim Sauve, Sharon Seymour, Mo-Shuet Tam

Guest: Bruce Smith

I. Call to Order

President Teti called the meeting to order at 2:30 PM

II. Adoption of Agenda

Council adopted the agenda by consensus.

III. Announcements

Rosemary Brinson: Respectfully reminded the Council to talk one person at a time.

Ophelia Clark: Reported that 24 boxes of archived material were moved from the bungalow to the new Archives Room in Rosenberg Library. There were many great finds including minutes from late '60s and early '70s.

Ophelia Clark is Senate Archivist

Glenn Nance is 5th member of Committees on Committees

Susan Lopez is Parliamentarian

Mark Fan: Announced, on behalf of Council member Chavaria, the Program for National Latino Heritage Month. The program starts September 21 and continues through October with the last program on November 4, 2004.

Madeline Mueller: Announced opera ticket availability at low cost to faculty. Please contact Madeline if you're interested.

IV. Approval of Minutes

A. May 12, 2004: Approved by consensus.

B. August 18, 2004 (Plenary): Approved by consensus.

V. Officers' Reports

President Fred Teti: Submitted separately.

1) Search Committees for two Vice Chancellors, Student Development and Academic Affairs, is on hold.

2) Vice Chancellor Griffin has ideas about compressed calendar in order to gain more FTES. This will go before Academic Senate, DCC and AFT2121. Facilities may be an issue. Discussion ensued.

3) There may be a plebiscite on changes in our Academic degree. The Academic Senate for California Community Colleges (ASCCC) will vote on the proposed changes in Title V to make Intermediate Algebra a requirement for graduation.

1st Vice President Lisa Romano:

Attended the ASCCC Leadership Institute in summer. Comparatively CCSF is in good shape. Learned about Title V and Ed. Code. Lisa is looking forward to serving as 1st VP and will be working on our committee process.

2nd Vice President Sunny Clark:

Academic Senate Executive Council Retreat is planned for September 10 with snacks, work, and a dinner of Indian Food.

She will be reporting on Health and Safety Committees and is working on other safety issues.

She reported on various projects currently underway.

Secretary Jane Sneed: Attended Basic Skills Subcommittee/College Diversity Advisory Committee joint meeting where Chancellor Day presented his paper, *Prospectus for the Academy for Improved Student Success*. The two committees plan to form working groups to work on various aspects of the ideas discussed.

VI. Unfinished Business:

A. Update on Shared Governance Program Review Recommendations [Teti]

Council previewed Shared Governance Review Recommendations that will go to College Advisory Council.

B. Report on Accreditation Self-Study [O. Clark and Chorus]

Self Study is well underway. The Standards Group is meeting regularly to deal with Standards under WASC. All subgroups are meeting. Information is online through the ccsf.edu homepage.

Lopez: Standard 1: Institutional Mission and Institutional Effectiveness has room for more participants. Specifically needed are volunteers from the campuses.

Odell: Standard 4 is about to present findings. All are encouraged to participate. Other methods of feedback besides attending meetings are encouraged. Accreditation process has need for participation from "the Campuses."

C. Update on Information Competency Working Group Resolution [Teti]

Fred Teti will recommend to the Bipartite Committee that we create an Implementation Group.

VII. New Business:

A. Update on the Fall 2004 Senate Retreat [S. Clark]

Reviewed draft Agenda

B. Informational Session: Proposed Written Expression Requirements [Teti / other Senate Members and invited guests]

President Teti: Reviewed State Law, section 55805.5 and 55806, Enhanced Self Study, and Timetable derived from Minutes of AP, and described Bipartite Committee.

Karen Cox: Described how students graduate now. Handout: Proposal for CCSF Graduation Requirement CSU GE Written Composition for Transfer.

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Executive Council Minutes: Sept 1, 2004

Continued from Page 4

Sharon Seymour: Shared information with Council about the current processes and projects underway. Effect of proposed requirement: everyone, English and ESL, will have another course for graduation. ESL will propose a graduation level course to the Curriculum Committee. Discussion ensued.

VIII. Committee Reports

A. Curriculum Committee: New Chair of is John Odell. Agenda and Schedule is on the ccsf.edu web page.

B. Staff Development: Report by Glenn Nance. No funding is currently available for staff development, neither AB1725 (formerly \$180,000 – \$200,000) nor Academic Senate Faculty Travel (formerly \$50,000). He expressed the desire for an equitable process for disbursing any potential funding available to the College or the Chancellor. Ophelia Clark is still Chair for Faculty Travel.

C. Student Prep Success: Report by Lisa Romano. Committee has one final ESS recommendation that will be coming soon to the Executive Council.

D. Planning and Budgeting Council: Report by Susan Lopez. Read the Prospectus for the Academy for Improved Student Success. Reported on the topics of discussion held in the Committee.

IX. Open Forum

Karen Saginor presented the Emergency Plan Handbook and it is deemed to be inadequate for today's needs. It is old, heavily dependent upon administration, approved by Evan Dobelle. Council discussed Homeland Security funding availability. Neighborhood Emergency Response Training (NERT) idea was discussed.

X. Adjournment

Council adjourned at 5 P.M.

Respectfully submitted,

Jane Sneed

Dr. Patrick Barron to speak at Italian Cultural Institute

Dr. **Patrick Barron**, English Instructor at City College, will present his recently published *Italian Environmental Literature: An Anthology* (New York: Italica, 2003) on **Tuesday, October 19** at 6:30 P.M. at the Italian Cultural Institute, 425 Washington Street Suite 200, (between Sansome and Battery), San Francisco. It is a collection of poetry, prose, and nonfiction essays by more than 40 authors from the deep and broad tradition of Italian environmental writing of the past 150 years. Barron will read selections from the anthology in both English and Italian. The presentation will also be accompanied by a slide show of photographs of various Italian landscapes, both urban and rural. Everyone is invited.

Karen Batchelor to talk at Borders Stonestown

Karen Batchelor of the ESL Faculty will speak at Borders Stonestown on **Saturday, October 9**. The title of her 2:30 P.M. lecture/workshop will be *ESL: More Important than Ever*. She will be offering her help to teachers for their ESL problems.

Batchelor's lecture/workshop is one of several events scheduled for Borders Stonestown semiannual Educator Appreciation Weekend. CCSF employees are invited to any Borders Bookstore that weekend, October 8-10, for 25% off almost everything. Just bring proof of employment.

Dr. Veronica Hunnicutt writes of Southeast Campus

Dr. **Veronica Hunnicutt**, Dean, Southeast Campus, has authored two articles about the 1800 Oakdale campus which have been published recently. The first about the Gateway Entrepreneurial Program was published in the July 28, 2004 issue of *SF Bayview International Black Newspaper*. That article spoke of the Southeast Campus partnership with the Small Business Development Center to help small businesses manage, change and plan for the future. In the September 8, 2004 issue of *Visitation Valley Grapevine*, Dr. Hunnicutt's article was titled S.F. City College Southeast Campus a Beacon of Hope in the community. She chronicled the growth of the campus and its work with local people to create programs needed in the community.

Tim Killikelly asks students to become pollworkers

Tim Killikelly of the Political Science faculty is again working with the San Francisco Department of Elections to recruit college students as poll workers. The students are paid and learn the workings of government on a local level. "Having students be involved in the political process in all forms is wonderful for our community and society," Killikelly says, adding, "Being a pollworker gives students the hands-on experience with the voting process that helps ensure integrity in the process. It's also a way to make decent money for a day in this tough economy. I highly recommend it to students." For further information, students should telephone the Department of Elections at (415) 554-4534 or (415) 554-4355.

Tannis Reinhertz, Ann Zinn raise funds with Swim-A-Mile

Tannis Reinhertz, Instructor, Culinary Arts Department, and **Ann Zinn**, Project Specialist, Office of the Chancellor, invite you to sponsor them in the Women's Cancer Resource Center Swim-A-Mile fundraiser **Saturday, October 2**. They can accept pledges until that date. The Women's Cancer Center is a nonprofit community organization that provides information, resources, services and support for approximately 4,000 women with cancer each year. This fundraising event provides one-third of their annual operating budget. Your donation may be tax deductible; check with your accountant or tax preparer. Make out your check to WRCR and send to Tannis Reinhertz (SW156) or Ann Zinn (E200). You may also make your donation online at www.wcr.org/swim/pledge and entering the nickname "swimtannis" (without the quotes).

Students make connection between library use and academic success — Results of the Spring 2004 Student Survey

By **Bonnie Gratch-Lindauer**

Coordinator, Library Instructional Services

The Library and Learning Resources, with the assistance of staff in the Office of Research, Planning and Grants, conducted a student survey online and on-site in the five campus libraries in part of March and April 2004. To encourage participation respondents who provided some type of student identification number were entered in a drawing for prizes. The data analysis is based on 829 useable surveys of which 683 (82.4%) included write-in comments about what the students like the most and the least about Library and Media Center resources and services. The majority of the written-in comments were positive, but a few areas of service/resources received more critical comments, such as noise problems (particularly related to cell phone use); insufficient amount of course textbooks on reserve and lack of currency and depth of the collections in certain subject areas; and not enough weekend hours. The survey was conducted when the Rosenberg Library had Sunday afternoon hours, but this semester funding has not yet been secured to continue the Sunday hours. (The Learning Assistance Center has had their expanded Saturday hours funded.)

The survey findings have provided library staff with a rich body of qualitative data about library users, their needs, and experiences using a variety of services and resources. For example, the survey respondents are fairly frequent users of on-site and/or online Library and Media Center resources — 86% use the library once a week or more frequently. They are primarily motivated to use the resources and services in relation to their coursework — 661 respondents marked that one or more of their courses require use of Library or Media Center resources (80.7%); and 668 students (80.9%) indicated that one or more of their courses require research for

an assignment. They value improving their library/Web research skills — 554 respondents (90.5%) marked that improving their library Web research skills was “very important” or “important,” yet only 209 (25.4%) rated their research skills as “need improvement” or as “fair” in response to another question asking them to rate their research skills.

Discussions and follow-up actions are already underway to deal with some of the suggested improvements. What follows is a summary of the major findings:

Both the survey item # 19, “How important is your use of library resources to your academic success in college?” to which 729 (93.8%) indicated either “very important” or “important” and the 367 write-in comments make a strong case for how the library supports student academic success and learning. Here’s a sample of some of their comments:

“Most important and necessary to my education. The support and research available at hand it great.”

“Library services are vital to my participation in class and the difference of pass or fail. I have improved because of the help I have received here.”

“The library is crucially important to my academic success. The reference desk and reserve sections of the library have been an ease (sic) for locating academic information and resources.”

“I really enjoy the library exhibitions and learn from them and find them intriguing.”

“I enjoyed the research skills workshops in R414 because those were very helpful for my research projects I have to do.”

“The online resources have not only helped me with my assignments but have improved my study habits.”

“The library staff and resources are very important, and not having access to them because of funding cuts threatens to

undermine the quality of education here at John Adams.”

The physical space, facilities, and on-site services and resources appear to be valued as much, or more, as online resources and services — There were 1,077 comments, both positive and negative, describing what is liked most and least relating to study space, on-site facilities, collections and services.

Areas with the highest positive rankings and comments (80% or more marking “mostly satisfied” or “very satisfied”) include: circulation services; library computers for research; using the catalog and online databases to find materials; using the Web for research; consistently helpful staff assistance; library research skills workshops; and Media Center services/resources;

Areas with the highest negative ranking and/or constructively critical comments (20% or more marking “not satisfied” or “somewhat satisfied”) include: inadequacy of the library environment as a quiet place to study due to noise problems; inadequacy of some areas of the collections and textbooks on reserve; delivery of books from another CCSF campus; photocopier performance/maintenance; and audio-visual equipment available at the campus you use the most.

Certain improvements will depend on funding, such as reinstating Sunday hours at the Rosenberg Library and purchasing more up-to-date videos, books and online database. However, there are several things that the staff can do to address the huge number of complaints about cell phone use in the library and the desire for more information and/or signage about library services and operations.

The Library staff wish to thank Dean **Elizabeth Brent**, Office of Outreach and Recruitment Services; the Friends of the Library; and **Don Newton**, general manager of the CCSF Bookstore for donating prizes for the drawing.

'Faculty in Review' forms are online now

Martha Lucey, Dean, Office of Marketing and Public Information, would like to thank the many faculty who have responded to the "Faculty in Review" article which appeared in last week's *City Currents*. Please note that forms are available online at www.ccsf.edu + Faculty/Staff Directory (below image) + Faculty In Review (at top of webpage) + Click here to complete biographical form (at bottom of webpage)

For further assistance, contact Lucey at (415) 239-3680

Karaoke Contest auditions noted

The Asian Music Club will sponsor its annual Karaoke Singing Contest on **Friday, November 19** from 4 to 9 P.M. in Visual Arts 115 on the Ocean Avenue Campus. Preliminary auditions will be held on **Friday, October 29** and **Friday, November 5**, both in Arts 133 from 4 to 8 P.M.

Last year, 64 contestants from different ethnic backgrounds participated. The champion won \$200. The second place winner received a prize of \$100, and the third place winner received a prize of \$50. "All of the participants, including the contestants, the Asian Music club officers, the club members and the faculty advisers had a pleasurable and memorable time," says **Grace Yu** of the Foreign Language Department and one of the advisors to the Asian Music Club.

For further information, please contact Yu at (415) 452-7243, Faculty Advisor **Joshua Law** at (415) 239-3664 or **Ricky Wong**, President of the Asian Music Club, at (415) 298-5021.

AIDS symposium Oct. 8 at Southeast

The National Coalition of 100 Black Women, Inc., San Francisco Chapter, in conjunction with the Southeast Campus of City College of San Francisco, will present a symposium on AIDS Awareness **Friday, October 8**. The symposium will begin at 6 p.m. and continue through 9 p.m. in the Alex Pitcher Room at the 1800 Oakdale Avenue Campus.

Emmy award winning journalist **Renee Kemp**, freelance television news reporter for KTVU-TV Channel 2 in the Bay Area and an international correspondent for Black Entertainment (BET) in Washington, D.C., will be a guest speaker. HIV/AIDS expert **Lisa Gray** will be the facilitator (moderator). A question and answer period will follow. The symposium is part of HIV/AIDS Awareness Week (October 3-9).

The film *House on Fire* also will be shown at the session. From Jamaica, the film *House on Fire*, is about breaking the cycle of domestic violence.

For further information, please call (415) 824-5907 or email **Patricia Mitchell**, ESL Instructor at Chinatown/North Beach Campus, at pmitchell415@aol.com.

Women's Resource Center 10th Anniversary

By **Beth Freedman**, Faculty Advisor

The Women's Resource Center is proud to be celebrating our 10th Anniversary at City College of San Francisco. Please join us on as we celebrate the past decade: all of the growth we have accomplished and the array of supporters who helped us get here. We will unveil two plaques commemorating many of our honorees over these past ten years and a decade of Women's Resource Center Coordinators. If we have honored you, we would love to recognize you at our Open House this year. Come hear about our early days as well as our current activities. As always, we will have plenty of refreshments.

The Women's Resource Center 10th Anniversary Open House will be **Wednesday, September 29th** from 12 NOON to 2 P.M. at the Women's Resource Center in Smith Hall, Rooms 103 and 104. This event is co-sponsored by Associated Students, Women United (a recognized club) and the Women's Studies Department. This event is free and open to the public.

For more information, please contact me at (415) 239-3513 or bfreedma@ccsf.edu.

Health Competency Exam Oct. 15

Please let your students know that the Health Competency Examination has been scheduled for **Friday, October 15** in Conlan Hall, Room E101. The exam begins promptly at 1:30 P.M. Eligibility requires that test takers must be a current CCSF student, show a photo ID and have a number 2 pencil with eraser. Students who pass this exam will have satisfied Area G1 of the CCSF graduation requirement. Information is available at the Health Science Department in Cloud 363, the Nursing Department in Cloud 340 and the Testing Office in Conlan 203. Pre-registration is not necessary. This test may be taken only once.

SF Symphony discount tickets

Please let your students know that the San Francisco Symphony offers half-price tickets for the current season. Forms are available in Arts 213 and are also posted on the bulletin board outside the office. **Bill McGuire** of the Humanities Department points out that teachers are encouraged to distribute the order forms to their students. McGuire had additional forms if needed. The deadline for ordering is **Saturday, October 23**.

Master Calendar

October, 2004

Rev. 9/02/04 Subject to change without prior notice

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1 Last day for instructors to turn in Removal of Incomplete forms. Last day to file a petition to receive the A.A. or A.S Degree or Associate Transfer Degree, Award of Achievement or Certificate of Completion.
4 1:10 – 2:00 p.m. Graduation Com. (R-206) 3:00 – 4:00 p.m. Self-Study Steering Committee (R-518)	5 11:30 – 1:00 p.m. Communication (S-107) 1:00 p.m. Concert/Lectures (R-206) 1:30 p.m. Projects Subcom (C-339) Last day to choose Faculty Web Grading option	6 1:30 p.m. Curriculum Com(C-334) 2:00 p.m. FRC (B-616) <i>8:30 p.m.</i> <i>Cable-casting of the Board Meeting (EATV27)</i>	7 3:00 – 4:00 p.m. CAC (E-200)	8
11 Faculty Day No Day/Evening Classes	12 2:30 – 4:00 p.m. Basic Skills (LOC. TBA) 2:30 p.m. Parking & Trans. (R-206)	13 2:30 – 5:00 p.m. Academic Senate (JAD) <i>8:30 p.m.</i> <i>Cable-casting of the Board Meeting (EATV27)</i>	14 2:00 - 4:00 p.m. DCC (S-100) <i>5:00 p.m.</i> <i>Board of Trustees Work Session (Gough)</i>	15 12:30 – 2:00 p.m. ITPC (E-200) 1:00 - 3:00 p.m. Works of Art (R-206) End of mid-term period
18	19 3:00 p.m. Diversity Committee (E-200)	20 1:30 p.m. Curriculum Com.(C-334) 3:00 - 5:00 p.m. PBC (R-518) <i>8:30 p.m.</i> <i>Cable-casting of the Board Meeting (EATV27)</i>	21 2:30 - 4:30 p.m. College Council (PCR)	22 Mid-term grade sheets due
25 2:15 – 4:15 p.m. Academic Policies (A302) 3:00 – 4:00 p.m. Self-Study Steering Committee (R-518)	26	27 2:30 – 5:00 p.m. Academic Senate (R518) <i>8:30 p.m.</i> <i>Cable-casting of the Board Meeting (EATV27)</i>	28 <i>6:00 p.m.</i> <i>Board Meeting (Gough)</i>	29

Calendar is regularly updated by the Office of Shared Governance. To submit meeting notices call Attila Gabor at 239-3812
The Master Calendar is also available via Internet at http://www.ccsf.edu/Offices/Shared_Governance