

CITY CURRENTS



A NEWSLETTER FOR THE CITY COLLEGE COMMUNITY

VOLUME XIX • ISSUE SEVENTEEN

DECEMBER 13–19, 2004

Chancellor Philip R. Day, Jr., thanks accreditation self-study participants, asks College Community to continue involvement

By **Dr. Philip R. Day, Jr.**
Chancellor

This fall, more than 150 faculty, classified staff, students and administrators contributed to the analysis and evaluation of standards for the first phase of the 2006 accreditation self-study report. I want to acknowledge the members of the standards committees and their co-chairs for bringing to a close the first phase of the project, which has included the completion of nearly 100 standards templates and 10 co-chair reports summarizing the findings of the committees.

As we prepare for the second phase of the project, I strongly urge you to participate on one of six new theme-based committees that will be established in January 2005. The goal of each committee is to develop a reflective essay based upon the information and analysis assembled by the standards committees this Fall semester. The essay topics are:

1. Institutional commitment to high quality education.

2. Student learning outcomes and student achievement.

3. College dialogues promote institutional improvements.

4. College planning and budget system promotes continuous improvement.

5. Institutional resources support learning and student success.

6. Institution demonstrates integrity and honesty to all stakeholders.

Because this process requires an inclusive perspective, it is critical that the composition of these committees accurately reflects our diverse College environment to insure that our essays accurately por-

tray the College's commitments and activities. Committee participants will work on analyzing evidence and providing feedback on the essay drafts.

Two orientations for the new theme committees will be held in January. Co-chair reports will be posted to the accreditation web site at the end of the Fall semester for those of you who'd like to get a head start on reviewing them at www.ccsf.edu/Offices/Research_Planning/study.html.

For more details on the next phase of the Self Study, please email **Ann Zinn** (azinn@ccsf.edu) or **Robert Gabriner** (rgabriner@ccsf.edu).

Payroll services update

Sign-up for Direct Deposit at CCSF website

If you have not elected to take advantage of all the benefits direct deposit offers, the District will be mailing your December 28, 2004 paycheck to the home

address on file. This paycheck will be sent via US mail on Wednesday, December 22, 2004. These payroll checks will be dated 12/28/04 and cannot be cashed until payday, Tuesday, December 28, 2004. If you currently have direct deposit your net pay will be electronically deposited in to your bank account(s). Your advice notice will be distributed upon return from the winter holiday break on Monday, January 3, 2005. You may view your paycheck data via the internet at [www.ccsf.edu - Administration - Payroll - Ram Pay - Pay Stub Information](http://www.ccsf.edu-Administration-Payroll-RamPay-PayStubInformation).

If you aren't currently enrolled in the CCSF direct deposit program you may do so via an interactive form at

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CCSF Rams take Nor Cal title

The City College of San Francisco Rams football team is the Northern California Champion following its 42-21 victory over Fresno City College on December 4. The win propelled the Rams to the State Championship game which was scheduled for December 11 in Visalia. "Multitalented CCSF quarterback **Joe Ayoob** threw four touchdown passes, including two to freshman **Maurice Purify**, and ran for a fifth, on a busted play," wrote **Tom Fitzgerald** in the *San Francisco Chronicle* story about the San Francisco Community College Hawaiian Punch Bowl took place in Rams Stadium. "We wanted to use a lot of wide-receiver plays, but we got into a good rhythm running the ball," said Ayoob to the *Chronicle*.

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.

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Payroll services update

Commuter Check deduction increases to \$105 per month

As of January 1, 2005 the maximum monthly contribution to the Commuter Check Program will increase from \$100 per month to \$105 per month (\$52.50 bi-weekly payroll deduction). Current participants interested in increasing their contribution may obtain an interactive form at www.ccsf.edu - Administration - Payroll - Forms - Employee Benefits - 1. Commuter Deduction Form. Complete the form on-line, print the form, sign the form, and forward it to EBS at the address contained on the form.

CCSF employees who regularly use public transportation and do not participate in the Commuter Check Program are encouraged to consider the advantages of paying for public transportation fares on a pre-tax basis. As of January 1, 2005 an employee can elect to have up to \$105 per month (\$52.50 bi-weekly payroll deduc-

tion) of compensation directed to EBS on a pre-tax basis. If you are interested in participating, visit the web address identified above for the application.

Direct deposit

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www.ccsf.edu - Administration - Payroll - Direct Deposit - Direct Deposit Application. Please complete the application on-line, print it, sign it and submit it to Payroll Services with a voided check (if applicable).

If you are currently enrolled in CCSF direct deposit and would like to start receiving your deposit advice through GroupWise E-mail, please complete the interactive form at www.ccsf.edu - Administration - Payroll - Ram Pay - Ram Pay Direct Deposit via E-mail. Complete the form, sign the form and submit it to Payroll Services. Your deposit advice will be sent to your CCSF GroupWise e-mail. It is the exact same form you currently receive via interoffice mail.

CCSF Human Resources office upgrade noted

By Clara Starr

Director, Human Resources

Due to office upgrades and repairs, the Human Resources Department staff will be temporarily relocated to available work space at 31/33 Gough.

The upgrades will take place December 14 – January 12, 2005.

Please be aware that during this period, staff will have limited telephone and computer access.

If you experience any difficulty locating a staff member, please call our general number at (415) 241-2246 for assistance. We will do our best to accommodate your needs and request.

Save the date

Spring Flex Day

January 14, 2005

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'Institutional Advancement Bulletin' explains collaboration between City College's offices of Grants and Development

By **Kristin Hershbell Charles**

Associate Dean,

Grants & Resource Development
Office of Research, Planning and Grants

Welcome to the *Institutional Advancement Bulletin*, a periodic review of grant and development activity produced collaboratively by CCSF's Grants Office and the Office of Development.

Please help us welcome **Elisa Rassen**, who is now working in the Office of Research, Planning and Grants on a variety of research- and grant-related projects. Elisa comes to us from the world of publishing (John Wiley & Sons/Jossey-Bass and, most recently, Pearson Education) where she worked as a book editor in the areas of K-12 and higher and adult education. We are very excited about the contributions she has already made to our office — and the College — in the short time that she has been here!

The Office of College Development is very pleased to announce the addition of **Kathleen Murphy** as a proposal and marketing writer and researcher. Kathleen has worked in the development field for the past 10 years, supporting public and private schools and universities, grass-roots organizations, and small businesses. In 2000, she became an independent grant writer and has since expanded her services to include communications and creative projects.

For further information on opportunities related to federal, state or local funding agencies, please contact me, Kristin Hershbell Charles, Associate Dean of Grants and Resource Development (239-3677, kcharles@ccsf.edu).

For questions regarding post-award grant administration, contact **Marguerite Versher** (239-3979, mversher@ccsf.edu).

Finally, should you know of alumni, retired members of the College family or anyone else with a commitment to CCSF

who might wish to make a planned gift or other donation, please email Dr.

Kathleen Sullivan Alioto at ksalioto@ccsf.edu.

If you know of anyone who would be interested in receiving our *Institutional Advancement Bulletin*, please send her/his name and email address to kcharles@ccsf.edu so that we can add her/him to our mailing list.

The *Institutional Advancement Bulletin* can also be accessed at: http://www.ccsf.edu/Offices/Research_Planning/grants_info.htm.

Funds awarded

State Chancellor's Office - Industry-Driven Regional Collaboratives (IDRC).

CCSF has received funds to train Certified Nurse Assistants working at Laguna Honda Hospital in computer and database use and to incorporate computer and database skills into the CCSF nursing curriculum as appropriate. Amount awarded: \$300,658. Contact: **Suzanne Korey**, 550-4437.

Wells Fargo

Wells Fargo has awarded CCSF funds to support a Wells Fargo Math and Science Scholars Program that provides paid internships in the San Francisco Unified School District for future teachers and students interested in teaching in K-12 classrooms. Amount awarded: \$250,000. Contacts: **Kathleen Alioto**, 239-3816, and **Kathleen White**, 239-3891.

California Endowment

CCSF has received funds to refine a curriculum to train Bay Area community college healthcare interpreters, prepare for dissemination, and collect and analyze follow-up data on trainees. Amount awarded: \$149,891. Contacts: **Linda Squires-Grohe**, 561-1908, and **Tim Berthold**, 452-5266.

San Francisco Foundation

CCSF has been awarded funds to support

the Extended Opportunity Programs and Services (EOPS) Second Chance Program. Amount awarded: \$25,000. Contact: **Alvin Jenkins**, 239-3440.

San Francisco Foundation

The San Francisco Foundation has also awarded a grant to CCSF to support an NCLEX preparation course for Welcome Back Center participants. Amount awarded: \$60,000. Contact: **Jóse Ramón Fernández Peña**, 405-0488.

Gordon and Betty Moore Foundation

Betty Irene Moore Nursing Initiative

CCSF has received funding to develop and offer an afternoon/evening Registered Nurse program and to infuse training in the areas of critical thinking and leadership into the curriculum in partnership with California Pacific Medical Center (CPMC). Amount awarded: \$4,210,000. Contact: **Linda Squires Grohe**, 561-1908.

Bernard Osher Foundation

Funds have been awarded to CCSF to establish a student scholarship program based on financial need. Amount awarded: \$2,500,000. Contact: **Kathleen Alioto**, 239-3816.

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Special thank you

Dear Editor: I would like to make sure that proper credit is extended to the Office of Research, Planning and Grants for the work of (former) Special Projects Coordinator **Kelly Karandjeff**, Dean **Bob Gabriner** and Associate Dean **Kristin Hershbell Charles** in securing the \$4.21 million award from the Gordon and Betty Moore Foundation. This grant will significantly expand CCSF's Registered Nursing program.

Linda Squires Grohe
Dean, School of Health
and Physical Education

'Institutional Advancement Bulletin' explains grant funding

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Richard and Rhoda Goldman Fund

CCSF has received funds to establish a student scholarship program based on financial need. Amount awarded: \$250,000. Contact: **Kathleen Alioto**, 239-3816.

Maurice Kanbar/Jewish Community Endowment Fund

CCSF has been awarded funds to support basic skills programming. Amount awarded: \$50,000. Contact: **Kathleen Alioto**, 239-3816.

National Science Foundation - Advanced Technological Education

Funds have been awarded to CCSF to support the transformation of Bio-Link into a National Resource Center. Amount awarded: \$1,499,999. Contact: **Elaine Johnson**, 487-2472.

National Science Foundation - Course, Curriculum, and Laboratory Improvement

CCSF has received funding to support the refinement and testing of the Bridge to Biotech program at other colleges (Santa Ana and Austin). Amount awarded: \$498,875. Contacts: **Edie Leonhardt**, 239-3627, **Phil Jardim**, 239-3379.

Foundation for California Community Colleges - AmeriCorps

CCSF has received funds to create AmeriCorps local emergency readiness teams (ALERT). Amount awarded: \$90,828. Contact: **Emily Glines**, 239-3529.

State Chancellor's Office - Economic and Workforce Development

CCSF has been awarded the following six grants in order to:

- Continue support for the Small Business Development Center. Amount awarded: \$178,875. Contact: **Albert Dixon**, 908-7506.
- Continue support for the Northern California Biotechnology Center. Amount awarded: \$178,875. Contact: **Edie Leonhardt**, 239-3627.
- Continue support for the Center for Excellence. Amount awarded: \$178,875. Contact: **Judy Teng**, 267-6523.

- Continue support for the Workplace Learning Resource Center. Amount awarded: \$178,875. Contact: **Judy Teng**, 267-6523.

- Continue support for the Advanced Transportation Technologies Center. Amount awarded: \$178,875. Contact: **Suzanne Korey**, 550-4437.

- Continue support for the Regional Health Occupation Resource Center. Amount awarded: \$178,875. Contact: **Patricia Perkins**, 405-0777.

National Science Foundation - Partnerships for Innovation

Funds have been awarded to CCSF in order to support the expansion of the On-Ramp to Biotech program to other sectors of San Francisco in partnership with SFWorks. Amount awarded: \$599,996. Contacts: **Phyllis McGuire**, 550-4449, and **Kristin Hershbell Charles**, 239-3677.

Proposals Submitted

National Science Foundation (NSF) Advanced Technological Education (ATE)

CCSF has submitted a proposal to the NSF requesting funds to support the dissemination and implementation of a new biotechnology curriculum, Biotechnology: Science for the New Millennium, to community colleges and high schools with existing or emerging biotechnician certificate programs. Amount requested: \$899,967. Contact: **Elaine Johnson**, 487-2472.

CCSF has submitted a second application to NSF's ATE program to develop a certificate program in Information and Communication Technology. Amount Requested: \$899,940. Contact: **Pierre Thiry**, 239-3594.

The Carnegie Foundation for the Advancement of Teaching and The William and Flora Hewlett Foundation

In November, CCSF applied for funds to increase student performance in basic skills through professional development, curriculum design, and faculty coordina-

tion. Amount Requested: \$99,983. Contact: **Robert Gabriner**, 239-3014.

California Community Colleges Chancellor's Office

CCSF submitted a proposal to the Chancellor's Office as part of a program to assist out-of-school youth, ages 18-24, in obtaining a Health Science vocational certificate. Amount Requested: \$200,000. Contact: **Judy Teng**, 267-6523.

U.S. Department of Education - Fund for the Improvement of Secondary Education (FIPSE)

Three preliminary proposals were submitted to FIPSE. The first focuses on the development of e-portfolios, the second addresses the development of a teaching and learning academy, and the third focuses on the National Articulation and Transfer Network (NATN). An additional preliminary proposal was also submitted by SFSU with CCSF as a sub-recipient via Community Health Works. Amount: varied. Contact: **Kathe German**, 452-5095.

Koret Foundation

A proposal was submitted to the Koret Foundation to secure funds for continued support of the Pre-Collegiate Basic Skills Improvement Initiative. Amount: \$230,000. Contact: **Kristin Hershbell Charles**, 239-3677.

U.S. Department of Labor, ETA

Funds have been requested for two projects in which CCSF will be a sub-recipient. The first focuses on developing a Medical Lab Technician training program that articulates with San Francisco State University's (SFSU) Clinical Lab Supervisor training program in partnership with the San Francisco Private Industry Council (SF PIC). Amount: \$487,149 for CCSF (\$800,000 total). Contact: **Linda Squires Grohe**, 561-1908, and **Wing Tsao**, 239-3669.

The second proposal seeks to augment funding received from the State Chancellor's Office for training Certified Nursing Assistants working at Laguna

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College Advisory Council minutes

Minutes of the November 4, 2004 meeting

I. Reports from the Committee Chairs

A. Communication Committee

(Francine Podenski – Committee Chair)

Francine Podenski gave a brief on the ongoing work of the Communication Committee. The first topic was the KCSF

radio website. Dr. Philip R. Day, Jr., suggested that since KCSF is on the internet, thus it could be heard worldwide, it should be under the umbrella of the shared governance system. Francine suggested that since the educational access channel is already under the Communication Committee, that seems to be the appropriate place for the radio station as well. All present agreed.

Second, Francine gave an update to the Council about the Tom Blair's ongoing work on the College catalog. The catalog will feature historical pictures of the College to commemorate its 70th anniversary. Dr. Day felt that a coffee table book with historical pictures would be much more appropriate way to commemorate the history of City College of San Francisco.

'Institutional Advancement Bulletin'

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Honda Hospital in the area of computer and database use. The project focuses on incorporating computer and database skills into the CCSF nursing curriculum as appropriate in partnership with the San Francisco Information Technology Consortium (SFITC) and San Francisco PIC. Amount: \$165,800 for CCSF. Contact: **Suzanne Korey**, 550-4437.

2, 2004. Contact: **Linda Squires Grohe**, 561-1908.

Akonadi Foundation

We will submit a letter of intent to the Akonadi Foundation requesting funds to support the Multicultural Infusion Project (MIP). Application deadline: Letters of intent accepted on a rolling basis. Contact: **Sue Homer**, 239-3039.

Proposals in Progress

U.S. Department of Labor

This proposal request funds to refine and merge the hospitality training curricula of CCSF and San Diego. The project will also provide technical assistance to Atlantic City Community College in forming a collaboration among the college, employers and the local union and in implementing the CCSF/San Diego curriculum. Application deadline: December 10, 2004. Contact: **Phyllis McGuire**, 550-4449.

U.S. Department of Health and Human Services - Health Resources and Services Administration (HRSA)

Funds requested in this proposal will be dedicated to coordinating Jewish Vocational Services with the Welcome Back Center and enhancing classroom learning in the area of critical thinking and leadership through the purchase of a human patient simulator and the implementation of its use in the curriculum. CCSF will be a sub-recipient of this award. Application deadline: December

New Opportunities

California Workforce Investment Board

The California Employment Development Department (EDD) announces the availability of funding under provisions of the WIA Governor's 15 Percent Discretionary Fund (up to \$20 million) and the Wagner-Peyser Act Governor's 10 Percent Discretionary Fund (up to \$2 million). EDD's Solicitation for Proposals (SFP) requests applications for projects in the following categories:

- Growth Industries: High-wage, high-skill job training;
- Industries with a Statewide Need: Nurses and other health-related industries; and
- Removing Barriers for Special-Need Populations.

Applicants may request funding from both sources noted above, to a maximum of \$800,000. Application deadline: January 5, 2005. Visit: www.edd.ca.gov/wiarep/rwiab04-58SFP.pdf.

Thirdly, Francine brought back the Board Communications Planning Document, which was revised by the Communication Committee. In addition to the revisions, the Communication Committee suggested the following to further improve the Communication Plan:

- Review the recommendation of other Community Colleges.
- Look at possible outside input/help.
- Conduct listening session with the help of the Office of Research and Planning.

B. ITPC (David Yee – Committee Chair)

David Yee reported that the first agenda item on ITPC last meeting was to discuss the cause of the e-mail failure. Second item, the difficulty that some people experienced with the new web based student payroll. Dr. Day also wanted to discuss this topic at the next Cabinet meeting. The third item was the computer usage policy, which the ITPC needs to revise and bring it in front of the CAC for final approval.

C. Diversity Committee (Dr. Philip R. Day, Jr.)

Dr. Philip R. Day, Jr., gave a presentation on the three projects on which the committee is currently working. The first topic was the Basic Skills Initiative – a plan to provide not only high school diploma courses for students but also a "bridge them over" transitional program to get these students enrolled in City College. Second, the "Grow your Own" program that is in essence finalized. Dr. Day will invite **Glenn Nance** to the next

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Communication committee minutes

Minutes of November 2, 2004

1. APPROVAL OF MINUTES

Minutes from the October 5, 2004 meeting were approved with the stipulation that the revised "Recommendations for the District Communications Plan" were added.

2. PRESENTATION OF NEW KCSF RADIO WEBSITE BY KEVIN VIARD

Kevin Viard presented the new KCSF radio website with new logo. Copyrights for photographs and music are satisfactory. The site is not loaded on the CCSF site but has its own domain – <http://www.kcsfradio.net>. The site uses Flash technology so some discussion about accessibility arose. Viard agreed to make an HTML site to accompany the Flash site. He will also review the CCSF Accessibility Guidelines to assure compliance.

3. COLLEGE CATALOG UPDATE

Tom Blair informed the committee on

the progress of the new college catalog. The upcoming catalog will celebrate CCSF's 70th anniversary. Highlights include: the first 16 pages in full color; a double timeline on the bottom of these pages – 1) CCSF timeline and 2) world timeline; aerial views of the College from different years on divider pages. Additionally, departments are choosing to incorporate student learning outcomes into their descriptive entries in the catalog.

4. REPORT ON MEETING WITH DTIS-EATV-CH27

Francine Podenski reported on a meeting with San Francisco's Department of Telecommunications and Information Services (DTIS) and EAtv-Ch27. Present at the meeting were **Brian Roberts** (DTIS), Dean **Bruce Smith**, **Tim Ryan**, **Maya Novelli** and Podenski. The current Comcast cable franchise agreement with the San Francisco is about to expire. The City and County of San Francisco is

negotiating a new Comcast cable franchise agreement. EAtv-Ch27 has received franchise fees from the City since the channel began cablecasting in 1989 to fund headend operators. It is hoped that franchise fees might be increased for EAtv-Ch27 in the new franchise agreement. Roberts reported that an increase in capital improvement funds for the channel is likely but that Comcast is reluctant to fund any operating expenses in the future. There was discussion about the possibility of City College being allocated a second educational access channel with a focus on performing arts programming. Committee members discussed the idea of webcasting EAtv-Ch27 programming to increase audience reach beyond San Francisco's city limits.

5. DISTRICT COMMUNICATIONS PLAN - REPORT ON COLLEGE ADVISORY COUNCIL INPUT

The recommendations for the District Communications Plan were presented to the College Advisory Council (CAC). The CAC focused on making improvements. The next steps the Communications committee plans include: 1) approach the Office of Research and Planning to ask it to set up listening sessions for next semester in order to solicit new communication ideas from a broader audience; 2) review other urban community colleges' communication plans; 3) approach a graduate student at SFSU to evaluate the District Communications Plan, thus providing an outside analysis. The student representative stated she would like a viewing area on the Ocean Avenue Campus, accessible to all students featuring EAtv. Viewing areas could include the Student Union, Cafeteria, and Library.

6. INCREASE MEMBERSHIP OF THE COMMITTEE

The College Advisory Council approved an increase to the Communication committee's membership by one for each constituent group.

College Advisory Council

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CAC meeting so the Glenn can answer any additional questions the CAC members might have. Finally, a report on the possibility to reestablish the student-teacher program, where graduate students would come to City College of San Francisco to participate in the teaching of certain courses.

II. Workplace Violence Policy and Procedures (Clara Starr)

Clara Starr thanked the council for its prompt action and support for the Workplace Violence Policy and Procedures. Clara Starr also distributed a copy of the new brochure on the Workplace Violence Policy. Dr. Day asked that scenarios and contact information be included in the brochure.

III. Shared Governance Task Force (Fred Teti)

Fred Teti reported that the Shared Governance Task Force has not met yet. Fred, however, did distribute a draft of an organizational chart on the college's shared governance system, which did include all committees and subcommittees. He did ask the Office of Shared Governance to finalize this organizational chart, so there can be a better visual overview of the entire shared governance system.

IV. Other New Business

Dr. Day sunshined the Institutional Annual Plan. As the next step, the Plan will go to the Planning and Budgeting Council for discussion.

Scholarship recipients announced

The Scholarship Committee and the various academic departments, student clubs and outside organizations have selected the following individuals:

Atkinson Foundation for Continuing Students: **Marilyn Dugyaw, MinYoung Lee, Glen Walton, Jr., Tankisha Quinnine**

The Audrey Jean Zimmerman Scholarship: **Dominika Maglasang**

The Barbara Rosenthal Memorial Scholarship: **Peter Schurmann, Sarah Wilson**

The Chester Crowell Scholarship: **Raymond Self**

CCSF Academic Excellence Scholarships: **Benjamin Cullen, Michael Grasso, Yetunde Oladeji**

CCSF Memorial Scholarship: **Clara Chan, ChiFor Cheang, Meiching Fong, Sung Kim, Christine McDonagh, Safa Ngo, Aaron Ziobrowski**

Del M. Anderson Scholarship: **Anh Tran**
Eleanor Fahle Memorial Scholarship: **Janeen Rojas**

Herold Miller Scholarship: **Radhika Prassannatma**

Issac "Ike" Walker Scholarship: **Daphina Marshall-Fuller**

James Denman Memorial Scholarship: **Heng Kuang**

John and Ursula Gardenal Scholarship: **Jess Escalante**

Lauren K. Bergin Memorial Scholarship: **Carla Arellano**

Martha and Vincent Costantino Endowed Scholarships: **Lenha Belkova, Yuming Chen, Bin Chen, Siu Yim Chung, Ngar Sing Gee, Amber Guetebier, Atlanta Kane, Tek Kearng, Karen Kinney, Jacob LaBay, Molly Leung, Roy Messer, Muayad Mousa, Melissa Munsell, Hoyoon Na, Paul Oja, Tiffany Phelan, Judy Piotrkowski, Ana SamMio, Robert Talley, Jody Wirt, Chi Hang Wong.**

Orenia Bowen Menzel Scholarship: **Yilun Hu**

Phyllis Haley Memorial Scholarship: **Wei Zheng**

Ralph O. and Doris K. Hillsman Scholarship: **Maria-Carolina Morales**
Sidney and Margaret Ancker Scholarship: **Bernadette McCully**

Sophie Vlamis Memorial Scholarship: **Wan Cheang**

Carl Royce Memorial Scholarship: **James Martin**

Economics and Political Science Club Scholarships: **Chiung Liao, Yuming Chen, Wei Zheng**

Elaine Eye Liew Scholarship: **Ei Darli Aung**

Mathematics Department Faculty Scholarships: **Yuan Yuan, Heng Kuang**

Ann Basuino Fine Art Scholarship: **Lily Lee**

Queer Alliance Scholarships: **Molly Leung, Roy Messer**

John and Genevieve Riordan Memorial Scholarship: **Raymond Self**

Dr. Antonio Paz Scholarship: **Raymond Self**

Peers International Student Scholarships: **Ana SamMio**

Wai L. and Leda Chin Scholarship: **Wan Cheang**

John D. Anderson Scholarships: **Ngar Sing Gee, Sonya Goins, Wendy Chan, Irvin Quarles, Tanisha Quinnine, Idelfonso Uriarte, Christine McDonagh**

Lance Rogers AGS Scholarship: **Pinky Tamayo Alforque**

Alpha Gamma Sigma Honor Society Scholarships: **Danny Tun Wai Lam, Jane Wei Ho**

Linda and Steven Dever Scholarships: **Angel Rodriguez, Irvin Quarles**

Kerkof Scholarship in Mathematics: **Yilun Hu**

Melvia Toler Scholarship for Transferring Students: **Bernadette McCully**

Melvia Toler Scholarship for Re-Entry Students: **Artemese Kelly**

Bertha Vee Chinn and Sadie Tutt Chinn Hunnicutt Memorial Scholarships: **Tanisha Quinnine, Artemese Kelly, Chris Bell, Shannon Epps**

Dr. Sylvia Buford named 'Unsung Hero'

Dr. **Sylvia Buford**, Instructor in the Child Development and Family Studies Department at the John Adams Campus, has been chosen as a recipient of the *Unsung Heroes of the African American Community Award*. It was presented November 21 in a ceremony held in the Koret Auditorium at the San Francisco Main Public Library. Buford earned her B.A., MA and Ed.D. from the University of San Francisco.

Susan Jackson stars in 'Wit'

Susan Jackson of the Theatre Arts Department faculty has been cast as the lead, Dr. Vivian Bearing, in Palo Alto Players' production of *Wit*. "Performances begin in January and yes, I will have to shave my head again," says Jackson who has played the role before.

Rhea Dellimore: starting over

After earning a degree in engineering at UC Berkeley and working as a civil engineer for almost a decade, **Rhea Dellimore** wasn't fulfilling her passion. "I realized that I always loved cooking and the restaurant business and decided to pursue my dream," says Dellimore.



Rhea Dellimore

So she took a chance and enrolled in the City College of San Francisco's culinary arts and hospitality studies program, where she is currently working towards a full-time career in the restaurant industry. She recently received a California Restaurant Association Educational Foundation scholarship. "I'm learning and I get to be creative. I didn't get a lot of that as an engineer," she said.

Alemany students visit Ocean Avenue Campus



Photo by Gary Tom

Rico Ruiz (right) of the Learning Assistance Center introduces Alemany Campus students visiting the Ocean Avenue Campus to the Center which is located in the Louise and Claude Rosenberg, Jr., Library and Learning Resource Center.

By Sally Winn
ESL Faculty, Alemany Campus

On a sunny Wednesday in November, a group of 130 noncredit ESL students from Alemany Campus set out for Civic Center BART station, embarking on a field trip to visit a place they knew of only dimly, the Ocean Avenue Campus of City College. There they would listen to speakers, take tours, and come to realize that as Alemany students, they are part of a much larger institution.

The trip was dreamed up and organized by the Alemany Student Council and its faculty leader, **Curt Sanford**. Student Council members **Etenesh Badada**, **Edgar Chavarro**, **Henry Chung**, **Hugo Delgado**, **Angel Escalante**, **Rosa Oates**, **Sandra Salcedo**, **Mumtaz Shabber**, **Ruby Trejo** and **Claudia Watkins** began working weeks earlier to advertise the trip and build up interest at Alemany. They created a bulletin board, put up information flyers, and visited classrooms to talk to students about the trip. On the day of the trip, they distributed Alemany name tags and color-coded group signs, helped direct students safely through traffic in the Tenderloin and keep them together as they passed through the Farmers' Market on the way to BART.

Once on campus, the group gathered first for photos on the steps of the Science Building before heading to the Diego Rivera Theater, where they listened to remarks by ESL Dept. Chair **Sharon Seymour**, credit ESL teacher **Emilie Krustapentus**, and credit ESL student **Fawaz Albadani** (all three formerly of Alemany). CCSF AS President **Marilyn Dugyawi** also addressed the crowd.

The large gathering was then divided into three groups which toured the campus in rotation, with highlights including a docent tour of the Diego Rivera mural conducted by **William Maynez** and **Suzan Foley**, a visit to the APASS (Asian Pacific American Student Success) Center, and a guided tour by **Rico Ruiz** of the Learning Assistance Center in the Rosenberg Library. Students ended up at the cafeteria, where they ate snacks and listened to advice from counselors **Peggy Rendon** and **Karen Ho**. Footsore from all the walking but full of new information and enthusiasm about their college, the students made their way back to Alemany.

Other faculty from Alemany accompanying the students were **Yvonne Duncan**, **Carole Glanzer**, **Gus Goldstein**, **Shama Hasib**, and me, **Sally Winn**. Alemany's Dean, **Gary Tom**, also attended and photographed the event. Many thanks to all on both campuses who contributed to making the day a huge success.

Fashion 45 class takes field trip to Nordstrom

On November 15, 2004, as part of their hands-on-training, students from City College of San Francisco's Fashion 45 Image Consulting Class, took a field trip to the San Francisco Center-Nordstrom's Department Store. They met up with **Stacey Schneller**, Image Consulting Assistant to the nationally known author, wardrobe and image consultant **Suzie Woodward Morris**, author of *Suzie Woodward's Wardrobe Strategy*, the text used in the class. As part of their hands-on training, Schneller demonstrated how to recognize the Three Fashion Cycles, "a genuine tool-of-the-trade" that Morris created. Understanding Fashion Cycles helps Image Consultants to accurately predict the line of clothing for the next several years. In turn, this becomes a benefit for clients because it helps them to save time and money while creating a wardrobe that will last for at least five years. "I thought it would make sense to have a representative from Morris's camp, since we've been studying from her book", says **Kelly Armstrong**, Image Consulting Instructor. For more information contact the Fashion Merchandising Department.



Stacey Schneller, SSS Contemporary Fashion Consulting and Image Consultant Assistant to Suzie Woodward Morris, demonstrates the Town and Country look.

Official Minutes of the Academic Senate Executive Council

Mission Campus, Rosenberg 410 — Wednesday, November 10, 2004— 2:30-5 P.M.

Council Members Present: Loren Bell, Rosemary Brinson, Dominique Chapuis, Ann Clark, Ophelia Clark, Sunny Clark, Maria Franco, Darrel Hess, Lynda Hirose, Christopher Johnson, Winnie Leong, David Lisker, Susan Lopez, Glenn Nance, John Odell, Pablo Rodriguez, Lisa Romano, Karen Saginor, Jane Sneed, Fred Teti, Pierre Thiry, Melinda Weil, Grace Yu

Council Members Absent: Fred Chavaria, Mark Fan, Christopher Greger, Joshua Law, Madeline Mueller, Denise Quinn

Other Senate Members Present: Lindy McKnight, Minh-Hoa Ta, Indiana Quadra

The Council was welcomed by Dr. Carlota del Portillo, Dean of the Mission Campus.

I. Call to Order

Council meeting was called to order at 2:45 P.M.

II. Adoption of Agenda

Council consented to adopt the agenda.

III. Announcements

A. President Fred Teti distributed a copy of his announcements. He also announced that the Faculty Association holiday party is on December 1, 2004, the day of the next Council meeting.

B. Secretary Jane Sneed announced *Transgender Awareness Day* on November 17, 2004 from 11 A.M. to 2 P.M. in the Ocean Avenue Campus student union.

C. Secretary Jane Sneed announced *Get Educated About Gender* workshop will be held on November 18, 2004 from 2 to 4 P.M. in the Ocean Avenue Campus conference room.

IV. Approval of October 27, 2004 Minutes

Minutes were approved as corrected. (Council recessed for the photography posing session for the 2004-2005 Council

photograph with M. Davey, CCSF Photographer.)

V. Officers' Reports

President Fred Teti distributed a written report highlighting the meetings and events he had attended; informed the Council that ASCCC resolutions approved at the Fall Plenary will be posted to the website <http://www.academicse-nate.cc.ca.us>.

1st Vice President Lisa Romano reported that she had represented Council at the Board of Trustees meeting where Executive Council member Darrel Hess was congratulated for his textbook, now the number one best selling physical geography text in the nation. She informed the Council that the Solomon Act was amended through the signing by President Bush of Department of Defense bill H.R. 4200, and therefore City College should become aware of its potential effect on students.

2nd Vice President Sunny Clark attended the Diversity Leadership hosted by Lynda Hirose, Sue Homer, and Jessica Williams. It was very informative and helpful.

VI. Unfinished Business

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

1. Small groups are finishing their reports, volunteers have finished templates and the co-chairs are finishing their report.
2. The next phase requires an infusion of faculty to get involved in the theme portion of the Self-Study.
3. Contact person is Ann Zinn.

B. Update on Council Goal Working Groups

1. Shared Governance Working Group Chair John Odell reports that the Review on Shared Governance was published by the Office of Research and Planning.

2. Elusive Committee Working Group Chair Melinda Weil reports that member Winnie Leong is working very hard and that the work is ongoing.

D. Discussion of Program Review Criteria Changes

Ann Clark recommends forming a task force to discuss changes in Program Review Criteria.

Chancellor and Academic Senate officers met today and discussed the Chancellor's ideas.

Proposal on Hiring for Special Programs [Minh-Hoa Ta]

Minh-Hoa Ta explained to the Council the hiring needs for the Asian Pacific American Student Success Program (APASS).

There was considerable discussion about the issue of Special Programs potentially hiring faculty directly into their program without their first being hired by a department. President Teti pointed out that the CCSF Faculty Hiring Document specifically points out that faculty are hired by departments. This document is adhered to by Department Chair Council (DCC) and was adopted by AFT 2121.

The Council agreed that the Continuing Student Counseling Department could proceed with full time hiring for counselors who would be assigned to serve in APASS under the stipulation that the job announcement clearly state that the position is in Continuing Student Counseling Department and that the job announcement include a notation that department affiliation may change.

The Council pointed out that Continuing Student Counseling Department could proceed with reassigning part time counselors to serve in APASS because the faculty assigned to these positions were already in a department's part-time pool.

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Executive Council Minutes for November 10, 2004

Continued from Page 9

The Council agreed the affected constituents should come together to forge a logical solution acceptable to both the DCC and the Academic Senate.

Considerable and lively discussion led up to these agreements; the highlights are as follows:

The Academic Senate is concerned about the current situation in which some faculty are serving in Special Programs and do not report to department chairs. Faculty who do not report to a Department Chair do not have the same opportunity to serve on most Shared Governance Committees and cannot enjoy the benefits of having a place in a department. The Academic Senate is committed to the spirit of the Faculty Hiring Document and is working in consultation with Department Chair Council on this issue.

At this time, APASS, while not a department, must hire new counselors so that the students can be served and the program can do its work. The APASS Program Coordinator, Minh-Hoa Ta, asked the Executive Council to agree to set aside the regulations in order that the hiring of counselors assigned to APASS could proceed.

With the perspective of hindsight, the Academic Senate would have done better to have insisted upon following the Hiring Document all along so that earlier hiring directly into Special Programs would not have occurred. The immediate issue concerning APASS was resolved when Lindy McKnight, Chair of Continuing Student Counseling, agreed to hire the counselors into the

Continuing Student Counseling Department in the manner indicated above.

VII. New Business

(Because of the lack of time, the Report on State Senate Fall 2004 Plenary Session Meeting, the Resolution for Senate Member Alisa Messer, and the Resolution on Efficiency and Saving Paper were tabled until the next Academic Senate Executive Council meeting, to be held on Wednesday, December 1, at the Ocean Avenue Campus.)

Presentation on Cal Works Funding Proposal [Vivian Calderon]

Vivian Calderon explained the purpose, scope, and process for Cal Works, a program for low income parents and children. While Cal Works recipients are attending classes at CCSF, there is an exchange of information between their Cal Works counselor and Department of Human Services (DHS). Support services include grant funds for books, tools, etc. Work study jobs, case management, curriculum redesign, sometimes instruction, and other services, are supported by the grant. Vivian invited the faculty to submit proposals for curriculum redesign so that these students are supported in their classes. She informed the Council that, due to recent changes in the Cal Works rules, students can now apply for Cal Works after they have enrolled in CCSF. Self-identified participants may receive up to five (5) years of services, so faculty is urged to refer students to the Cal Works office.

President Fred Teti informed the Council that he had signed off on the grant this year.

VIII. Adjournment

The Executive Council of the Academic Senate agreed to adjourn at 5 P.M.

Respectfully submitted,
Jane Sneed, Secretary

Classified Employment Opportunity

INTERNAL TRANSFER ONLY

Class: 1822 Administrative Analyst

Appointment Type: Permanent. **This position is grant-funded and is funded on a yearly basis.** **Schedule:** One full-time (40 hours/week) position. **Location:** Financial Aid Office, 50 Phelan Avenue at Ocean. **Minimum Qualifications:** Applicants must be current incumbents in Class 1822 Administrative Analyst with City College of San Francisco.

Filing deadline: 4:00 P.M., Monday, December 13, 2004.

For further information, and for application forms, contact the CCSF Human Resources Department, 33 Gough St., San Francisco, (415) 241-2246.

Sign-up for winter intersession

The Technology Learning Center will offer a Winter Intersession in early January.

The Winter Mac Camp will be held **January 4 and 5** to explore Mac OSX Basics, Word Basics for the Mac, as well as PowerPoint on the Mac and iPhoto.

In the Windows XP environment, there will be classes on **January 5 and 6** including Organizing and Backing Up Your Files in Windows XP, Word Basics, Making Better Handouts/Quizzes and Exams in Word and Using Images in Word Documents.

Tuesday, January 11 will be WebCT Day which will include WebCT: An Overview and WebCT: Setting Up Your Course.

No pre-registration is necessary for TLC workshops. If you have questions, a complete listing of courses and other information is posted at the website www.ccsf.edu/tlc. The telephone number is (415) 239-3554 and the fax number is (415) 452-5316.

Save the date

Spring Flex Day

January 14, 2005

Latino educators honor Will Maynez and Edgar Torres at party December 15

The Latino Educational Association (LEA) is having its annual "El Rey/La Reina" award party for leaders in the Latino Community at CCSF. This year the award recipients are: **Will Maynez** and **Edgar Torres** for their outstanding work in bringing the Olmec Head to CCSF. The event will take place on **Wednesday December 15** at Medjool Restaurant, 2522 Mission Street (between 21st and 22nd Sts.). San Francisco Supervisor **Gerardo Sandoval** will present the certificates to Will and Edgar. All members of the City College of San Francisco community are welcome to attend. RSVP to **Jorge Bell** at 239-3382.

CCSF's Barracuda attacks spam

By **Carol H. Reitan**, Technology Learning Center

You may have been pleasantly surprised by the decrease in the amount of Spam you have recently received in your CCSF email account. This is due to ITS's new, more efficient Spam filter, Barracuda. Barracuda categorizes your email into four categories. They are: 1) Definitely Spam, 2) Probably Spam, 3) Possibly Spam, and 4) Certainly Not Spam.

Messages that are Definitely Spam are removed before we even see them. Messages from category number 4, messages that are Certainly Not Spam, are delivered to our inbox as before. But, messages in categories 2 and 3 are handled differently.

Messages in the second category, Probably Spam, are "quarantined" so that if Barracuda has made a mistake, we can retrieve the message. Messages in category 3 are delivered to our inbox with [BULK] in the subject line. This tells us that it may be Spam, but might not be. Some of us have decided to direct these [BULK] messages directly to a folder in our GroupWise mail so that we can check them at our leisure. Instructions to do this, to clean out our "quarantine" area, and more information about Barracuda, are available on the TLC website, <http://www.ccsf.edu/tlc>. Just choose, "Barracuda Spam Filter Information."

See Saturn and 'shooting stars'

By **Chris Francisco**, Office of Mentoring & Service Learning

The Astronomy Department and the Astronomy Outreachers Service Learning Project invite you to view a crescent Moon, the planet Saturn, and hopefully a few lucky "shooting stars" from the Geminid meteor shower from the roof of the Science Classroom Building. The event will be held on **Tuesday, December 14**, from 6:30 to 10:30 P.M. If the weather is too cloudy for viewing to occur, we instead will offer presentations about the Moon and Saturn in Room S136. Please join us for drama, awe, fun, or simply to learn something new! For more information, email **Claia Bryja** cbryja@ccsf.edu or **Todd Rigg** trigg@ccsf.edu. This event is supported by the Office of Mentoring and Service Learning.

Classified needed for parking committee

The SEIU 790 announced that there is a vacancy for a Classified member on the Parking and Transportation Subcommittee. If you are interested in being appointed, please contact **Dave Gallerani** at 452-5452.

Dance raises \$1,000 for Heifer Project

The Salsa party held December 5 in the Dance Studio of the North Gym raised \$1,000 to be donated to Haiti via the Heifer International Project, which gives animals to needy families. Instructors **Jeanne Hughes** and **Valerie Watson** coordinated the event.

Community college news hour listings

Get the inside scoop on all the California Community Colleges. This month's edition features stories from City College of San Francisco, Delta College, Palomar College and West Hills College. California Community College News Hour is broadcast on the web at <http://www.cccsat.org/>.

Monday, December 13, 5-5:15 P.M.

Tuesday, December 14, 2-2:15 P.M.

Thursday, December 16, 8-8:15 A.M.

Thursday, December 16, 9-9:15 P.M.

Monday, December 20, 5-5:15 P.M.

Tuesday, December 21, 8-8:15 A.M.

Wednesday, December 22, 8-8:15 A.M.

Monday, December 27, 8-8:15 A.M.

Tuesday, December 28, 2-2:30 P.M.

For more information about the California Community College Satellite Network, email **Francine Podenski**, Chair, City College of San Francisco Broadcast Electronic Media Arts Department, at fpodensk@ccsf.edu.

ESL staff teach of building diversity

The ESL Staff Development Committee sponsored a mini-conference entitled "Unteaching Bias, Teaching for Social Justice, Building Understanding" on November 6 at John Adams Campus. ESL instructors **Carol Dent**, **Matt Holsten**, **Rick Kappra**, **Elizabeth Silver** and **Julie Thomas** presented lessons and strategies for addressing bias in the ESL classroom. Presenters discussed ways that instructors could address hot button issues such as racism, sexism and heterosexism in an effort to break stereotypes and raise awareness. As a result of this conference a list-serv has been created for those within ESL and related disciplines who wish to share resources. To join the list, send an e-mail to beyondtolerance-subscribe@yahoo.com. If you have difficulty joining the listserv, contact Rick Kappra by email rkappra@ccsf.edu

*The Board of Trustees
 Dr. Philip R. Day, Jr., Chancellor,
 and the Office of Marketing and Public Information
 wish all members of
 the City College of San Francisco Community
 a Happy Holiday season.*

Master Calendar December 13 -- December 22, 2004

Rev. 12/07/04 Subject to change without prior notice

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
13 2:00 – 3:30 p.m. Grading Policies (E-107)	14 1:30 p.m. Projects Subcom (C-339) 2:30 p.m. Parking & Trans. (R-206) 3:00 p.m. Diversity Committee (E-200) FIRST DAY OF FINAL EXAMINATIONS	15 2:00 p.m. FRC (B-616) 8:30 p.m. Cable-casting of the Board Meeting (EATV27)	16 6:00 p.m. Board Meeting (Gough)	17 1:00 - 3:00 p.m. Works of Art (R-206)
20	21	22 Instruction Ends 8:30 p.m. Cable-casting of the Board Meeting (EATV27)		

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_Governanc