

MEMORANDUM

DATE: January 29, 2004
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
SUBJECT: Chancellor's Monthly Report – January 2004

Given the restraints of my schedule and the issues that I need to address in Sacramento, I'll defer my report until the night of our Board meeting. I'm off to Sacramento. Incidentally, if you do not have a copy of my Flex Day Speech to open the Spring term, a copy of it is attached for your information.

The following represent other activities I have been engaged in during the month of January:

- 1) Had a telephone conference with Helen Kim of the Gordon Moore Foundation regarding the Nursing Program.
- 2) Met with Mayor Gavin Newsom's Transition Team regarding plans for the new City Administration.
- 3) Met with Kathleen Alioto, Peter Goldstein, Stephen Herman, and Steven Glick regarding plans for the Educated Palate. A follow-up meeting was held with some Foundation Board members.
- 4) Met with the College's Labor Management Council (SEIU) to discuss relevant issues related to personnel and management.
- 5) Met with Board members at planning retreat facilitated by Dr. Cindra Smith to discuss the Board Self-Evaluation.
- 6) Met with members of the Cabinet to discuss various issues related to the Spring Semester start-up.
- 7) Provided "opening day speech" at College Flex Day, entitled "Ruminations of an Optimist." (see attached).
- 8) Attended a Board Work Session at Gough for a review and discussion of Facilities Policy 7.04; Upcoming Legislative Issues and Strategies for 2004 and a preliminary discussion on Financial Audit and Status Report on Fund Balance.

- 9) Met with Kristine Hershbell, Joanne Low, and others in preparation for the Met-Life Foundation Site Visit in February.
- 10) Attended meeting of the Treasury Oversight Committee in City Hall.
- 11) Met with Peter Goldstein, Clara Starr, and Alysson Satterlund regarding Facilities Planning.
- 12) Met with Tobin Kendrick and architects for a progress report on design and material selection for the Health and Wellness facility.
- 13) Met with Dr. Griffin, Frances Lee, and Laurie Wu McClain regarding the APA Retention Program for students.
- 14) Met with Peter Goldstein, Bob Gabriner, Don Griffin, and Alysson Satterlund to discuss the Chancellor's Objectives, overview and feedback.
- 15) Met with officers of the Academic Senate to discuss issues and plans related to the spring semester.
- 16) Conducted Department Chair interviews.
- 17) Met with Bob Gabriner, Richard Schorski and Larry del Carlo regarding the CityLearn Project – San Francisco Charter School.
- 18) Met with Sunny Clark regarding plans of new Student Health Center and ideas related to Community Health Plan.
- 19) Met with Pat Martel, Manager of the Department of Public Works regarding the Balboa Reservoir.
- 20) Met with Peter Goldstein, Carl Uehlein, and Stan Warren and his Executive Committee regarding the Project Labor Agreement.
- 21) Met with the Planning and Budgeting Council to discuss the draft of the Comprehensive Guide to Planning, Budgeting and Assessment.
- 22) Attended the Community College League's Annual Legislative Conference in Sacramento.
- 23) Met with members of the West of Twin Peaks Council to update them on the college's Master Plan.

- 24) Attended the annual Martin Luther King Breakfast at the Holiday Inn in San Francisco.
- 25) Attended the annual Chamber of Commerce City Beat Lunch.
- 26) Met with members of the College's Diversity Committee for their first spring meeting.
- 27) Met with the Prop A Citizens Oversight Committee to discuss status of Prop A and 1997 Bond projects.
- 28) Met with officers of AFT 2121 to discuss issues, future plans, and matters related to negotiations.
- 29) Attended the Associated Students' Open House at the Student Union.
- 30) Together with Dr. Crews, met with Shelly Alpert to discuss Intellectual Property Issues related to NATN's website, CollegeStepz.net.
- 31) Attended a "Hard Hat Lunch" to preview the new Educated Palate Restaurant that's currently under construction.
- 32) Met with Dr. Don Griffin and Dr. Brian Ellison regarding 7th Semester and Early Tenure candidates.
- 33) Met with Dr. Griffin, Terry Hall, and others to discuss the issue of office space.

If there are any questions on the above schedule or activities, please don't hesitate to contact me directly. Thanks for your continuing support.

Attachment

PRDJ:jcd

