

MEMORANDUM

DATE: March 21, 2002

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Chancellor's Monthly Report – March 2002

I'm tempted to say (given the date of the preparation of this report i.e. March 13th) that I will give the "Chancellor's Report" orally this month. However, even though we have barely passed the mid-point of the month, enough has happened already with still more to come, that I thought it important to highlight a few activities and bring them to your attention.

The first issue that I wanted to highlight was the very successful "**Strategic Planning Workshop Retreat**" on March 7 and 8 at the Golden Gate Club. The session was extremely well organized on the front end, thanks to all the preliminary planning done by Dr. Bob Gabriner and his staff, with technical assistance provided by Dr. Denton Crews. The workbook that Bob and his staff prepared and got organized reflected an incredible amount of work over the last 6 – 8 months, all of which was put to great use by the workshop participants. Approximately 50 faculty, staff, and students **actively** participated – Trustees Marks and Carter participated on both days and Board President Rodis helped "kick-off" the session on the morning of March 7th. Even though he wasn't able to stay for the two days because of his work schedule, Trustee Rodis was getting timely briefings from me about the status of the session as it was unfolding. We also had some excellent representation from the community, including Ms. Lynn Bunim, Vice President of PacBell and President of Workforce Investment, San Francisco; Mary Edington, President of Goodwill Industries; John Quinn, Assistant Superintendent of SFUSD (representing Arlene Ackerman); and Dr. Dale Shimasaki, CEO/Senior Partner of Strategic Education Services. Some others (Dwayne Jones, Executive Director of Young Community Developers; Don Marcos, Mission Hiring Hall; Abby Snay of Jewish Vocational Services; and Rev. Roland Gordon of the Ingleside Presbyterian Church on Ocean Avenue) were invited but were prevented from participating because of some last minute scheduling conflicts.

During the course of the two-days, the participants had a full and lively discussion of a variety of issues, concerns, and priorities. Dr. Crews facilitated the work sessions and guided the participants through the agenda and the strategic planning process steps that were described in the overview presented to the Board of Trustees and approved by the Planning and Budgeting Council (see Attachment A).

The Strategic Planning Workshop did produce a draft set of “strategic priorities” and a set of objectives that are directly related to each of these priorities. We are in the process of pulling together all of our notes on same and coming up with a draft that will be reviewed by the Planning and Budgeting Council; the workshop participants; and finally, reviewed once again at the follow-up half-day work session tentatively scheduled for April 12th. Clearly there is work still going on and much to be done but the overwhelming consensus of the workgroup was that the following **important strategic issues** should be the focus for our future strategic priorities, and our emerging strategic plan:

- Improving the efforts associated with Basic Skills, Remediation and Developmental Education;
- Promote a dynamic organizational climate, diversity, improved levels of communication, and staff development;
- Strengthen and improve academic program and courses and options for delivery of same;
- Increase quality and accessibility of student development services;
- Expand outreach, recruitment, marketing and promotional activities (internally and externally);
- Continue focus on community, workforce and economic development initiatives;
- Continue to upgrade and expand use of technology;
- Promote strategies for stable pattern of funding and improvement of facilities (new and old);

It is important to understand that these issues are not in priority order; are being converted to stated strategic priorities with language that has been tentatively agreed to but is not reflected herein; and finally, that the massaging of the articulated priorities is continuing as noted. These are simply a delineation of the major issues discussed. Every idea listed will ultimately be included within a recommended strategic priority and each priority will have a specific list of objectives which will reflect how and what we intend to do as a district to achieve the strategic priorities. There is more to come but I’m just trying to give you a feel for the efforts of the workshop participants and the outcomes of the two-day planning session.

This month has also been reflective of the need at the national level to effectively position community colleges nationwide so that they can play a direct role in the reauthorization of key legislative initiatives related to Welfare-to-Work; the Workforce Investment Act; the Perkin’s Voc Ed Act; and the Higher Education Act, which includes all funds for Student Financial Assistance (Title IV A). In this regard, I have been and will be directly involved in helping our parent organization stake out its position and in the process help influence the best-case scenario/benefit for City College. Specifically, on March 4 and 5, I was invited to participate in a “brainstorming worksession” targeted to exploring ways in which greater priority attention would be given to community colleges and low income populations (see attached agenda and list of participants – Attachment B).

Additionally, I have been asked by the President and Board of AACC to be a member of a 5-person Task Force to help assist the Governmental Relations staff in drafting specific changes

and recommendations for the Carl Perkins Vocational Education Act. Clearly this is a unique opportunity for City College to be positioned in order to better address our student and institutional needs for support. You should know that we currently receive nearly \$1.4 Million in federal support directly from this program and additional special project support from the state. The first meeting of this Task Force is scheduled for Friday, March 22nd and I'll brief you on the outcomes of same in April.

Lastly, next week we will be having the second meeting of the District's Advisory Committee on the Sunshine Ordinance. The first meeting was a very productive worksession, which started to help clarify a variety of issues. One outcome and conclusion of the meeting was to develop a side-by-side grid analysis comparing the requirements of the Sunshine Ordinance; the Brown Act; California Open Meeting and Public Records Laws. Dorji Roberts of the City Attorney's Office and a specialist in this area agreed to prepare the analysis for review by the Advisory Committee. I'll keep you posted. I expect that we most likely will need to have at least two more meetings but I am hopeful that Ron Lee, Ginny Riegel, and I will be able to provide the board with a recommendation on this issue by May 1, 2002.

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

- 1) Attended conference and made a presentation for the Community Colleges and Low Income Populations in Washington, D.C. on the invitation of Knowledge Works Foundation, the Ford Foundation, and the Annie E. Casey Foundation.
- 2) Met with Susan Hildreth, Chief Librarian for San Francisco Public Library, Frances Lee, Chet Roaman and Sharon Seymour regarding the possibility of location CCSF classes in existing and new construction of facilities of the San Francisco Public Library branches.
- 3) Attended a brown bag lunch and met with Mission Campus faculty regarding issues, concerns and ideas on the new Mission campus.
- 4) Hosted and attended a two-day Strategic Planning Retreat at the Golden Gate Club of the Presidio to review the results of the Preliminary/Research phases of the process and (collectively) "brainstorm" and identify key strategies and objectives for the District which can be incorporated into a new strategic plan.
- 5) Met with delegates from Vietnam who represented writers, poets, news correspondents, and broadcasters and were a part of a Department of State sponsored tour to examine American culture, governments (federal, state and local) and institutions particularly community colleges. Vice Chancellor Frances Lee, Dean Sandra Handler, and Prof. Chuong Chung were also in attendance.
- 6) Met with Bob Gabriner, Linda Squires-Grohe, Ron Lee, Darlene Alioto, Ophelia Clark, and Madeline Mueller regarding the current draft of the new Administrators' Evaluation.
- 7) Attended the Executive Committee meeting of the Workforce Investment Board of San Francisco.

- 8) Met with AS President Rick Cantora for monthly meeting to discuss developments and plans for the college.
- 9) Met with the College Advisory Council and discussed a number of issues (see attached agenda – Attachment C).
- 10) Met with Eric Greenberg who has funded 16 scholarships for inner city high school seniors of African American or Hispanic descent attending CCSF.
- 11) Met with PIC President Pamela Calloway and Phyllis McGuire regarding workforce development.
- 12) Attended the National Articulation Transfer Network (NATN) National meeting in Boston. Also attended parts of the League for Innovations in Community Colleges Conference immediately following.
- 13) Met with officers of AFT 2121 to discuss issues and future plans.
- 14) Met with Don Griffin, Frank Chong, and Skip Fotch regarding the Student Governance workgroup for a review of the status of their recommendations, particularly those concerned with finance issues.
- 15) Attended March meeting of the college's Labor Management Council to discuss relevant issues related to personnel.
- 16) Attended Board meeting of the Local Workforce Investment Board.
- 17) Attended meeting of the AACC Ad Hoc Task Force on Reauthorizing the Carl Perkins Vocational Education Act in Washington.
- 18) Met with Roberta Achtenberg, President of the San Francisco Chamber of Commerce, and Ben Mangon, Executive Director of ERIN, to discuss plans to assist low income students.
- 19) Together with State Chancellor Tom Nussbaum, Board President Rodel Rodis, and Desirree Abshire, student representative to the Board of Governors, met with the Editorial Board of the Chronicle to discuss state and local community college issues.

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

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