

MEMORANDUM

DATE: September 25, 2003

TO: Board of Trustees

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

SUBJECT: Chancellor's Monthly Report – September 2003

Well, the fall semester is at full throttle and everyone (including myself) is **extremely** busy. The schedule that is reflected below is indicative of the demands that we are all operating under in order to insure that we strive to do more with less without compromising on the quality of the service to our students and community. There are a few issues that I'd like to bring to your attention that deserve to be highlighted. These include the Foundation Board meeting; the federal issues associated with the Workforce Investment Act; and Enrollment.

First, in regards to the Foundation, we had a very successful meeting of the Foundation Board of Directors this month. A copy of the Agenda and related materials are attached for your review. I also want to call your attention to the letter dated September 4, 2003 to the Board of Directors regarding the Draft Institutional Advancement Plan, which I provided at their request. Their expressed wishes as they try to become more actively engaged in the specific fundraising activity, is to insure that they focus on the priorities of the college and accordingly they were very interested in getting a sneak preview of the Institutional Advancement Plan. More importantly, they asked me to identify 2 or 3 priorities that they could focus on over the next three years. After consulting with senior staff, the letter of September 4, 2003 reflects our ideas **at this point in time**. I've tried to emphasize that these ideas needed to go through the consultative process but nevertheless did reflect (particularly for the current year) some very real priorities that we need to have addressed.

We will, over the course of the next couple of months, be putting some of the finishing touches on the Institutional Advancement Plan. As soon as that is ready for Board review, I will forward it to you for your consideration and discussion at one of our upcoming worksessions.

On the second matter of the Workforce Investment Act (WIA), I wanted you to see a very recent side-by-side House-Senate comparison of the WIA reauthorization. I have been working very directly with AACC and others on this bill. We have some concerns which I have previously shared with the Board particularly regarding the funding and support of the One-Stop Centers that are mandated within the re-authorization and under the previous authorization. Under the prior legislation, the mandate was in play but no funding was provided. AACC's position (and ours) is that if you want the One-Stop Centers, you should provide funding to support them.

Currently, funds to support the "One-Stops" come out of the funds to support training for the un-

and under-employed, dislocated workers, etc. or other funds that may be provided through local partnerships (Voc Ed funding, for example).

At the moment, a major concern that we have is related to Section 121(H) of both versions of the bill. Specifically, this section authorizes the Governor to use portions of the mandated partners' funding to create the funds necessary to pay for the infrastructure of the one-Stop Centers – rent, utilities, maintenance, equipment, and outreach. The mandated partners include community colleges, K-12, Dept. of Voc. Rehab, Dept. of Aging, etc. I don't have to tell you that the "pots" of money utilized to fund and operate the core services of these entities are being dramatically reduced not only in California but in other states across the country. This is a classic case of "robbing Peter to pay Pauline" (or vice-versa) and shifts funding away from the educational program to the department of labor-sponsored programs. We are absolutely opposed to this and will be working hard to revise this provision (and others) that we feel are not in our best interest.

Thirdly, I wanted to give you a brief status report on enrollment for the fall. I'll provide you some specific information at our Board meeting but it appears as though something extraordinary has happened this fall and I believe that our hardworking faculty, department chairs, Deans, and support staff should be congratulated. It is important to remember that last fall we offered the most expansive schedule of courses in our history, resulting in the highest enrollment we have had over the last 20 years (and perhaps historically). Given the timing of the state's budget cuts, the reduction in the schedule of offerings did not happen until the spring '03 semester at which time and consistent with our budget reduction plan, we reduced the schedule for the spring semester by 2% and summer by 50%.

This fall semester our budget reduction plan called for a 4% reduction in the class schedule. In point of fact, with the cancellation of classes with low enrollment (which always occurs each semester), the reduction of the class schedule turned out to be more like a 5.5% reduction over the previous fall's schedule. Despite this 5.5% reduction in course offerings and given the continuing demand for our services, we actually have slightly more enrollment in credit this fall compared to last year and it appears as though the non-credit area is extremely busy as well. Whether or not it is ahead of last fall is uncertain but all indications are that we are extraordinarily busy. This represents an extraordinary effort in enrollment management at a time when we are facing major challenges of balancing a budget that has been significantly reduced over previous years and at the same time trying to keep the door of access open to those who desperately need and require our services. Our current thinking at the moment is to not implement the planned 4% reduction in the Spring Semester course scheduled and essentially implement a schedule comparable to last Spring, which (as referenced above) was 2% below the prior year's session.

With the decisions being made to increase tuition and cutting enrollments within the UC/CSU system(s), this pressure will only increase. Please note the article that was in the San Francisco Chronicle (September 17) forecasting the impact of a 20% budget reduction on these systems. You may (or may not) recall that the Director of Finance (and former Senator) Steve Peace sent out a memo warning state agencies of the potential of such a cut (he referred to his memo as "data mining" – which is a new and incomprehensible level of "Bureau speak," if you ask me (!!)). The impact of the 20% a cut is devastating and clearly will impact on thousands of students in the CSU system (alone) who no doubt will turn to their local community college as their safety net.

Additionally, I was involved in the following:

- 1) Met with the Administrators' Council Executive Committee to discuss a variety of issues and plans related to the upcoming academic year (budget, enrollment, administrators' retreat). Related Annual Planning Objective (APO): #8
- 2) Met with Peter Goldstein, Don Griffin, Terry Hall, Darlene Alioto, Madeline Mueller, AFT 2121 Executive Committee, and Academic Senate officers regarding the Spring 04 academic course schedule and the budget. (Related APO: #4.1)
- 3) Was interviewed by Frank Kobayashi, a recent graduate from Stanford University, for a start-up magazine called "My Life," targeted towards community college students. (Related APO: #4)
- 4) Met with Lisa Stevens, Wells Fargo Regional Manager, and Kathleen Alioto regarding the possible funding of specific projects. (Related APO: #6)
- 5) Met with officers of the Academic Senate to discuss issues and plans related to the upcoming fall semester and academic year. (Related APO: #8)
- 6) Met with Don Griffin, Bob Gabriner, Linda Squires Grohe, and Jose Ramon Pena regarding the Welcome Back Grant project. (Related APO: #6)
- 7) Met with Marylou Leyba, Linda Grohe, Don Griffin, and Brad Duggan regarding the upcoming Title IX review process. (Related APO: #8)
- 8) Met with Kooh Nam Wang, former AS President of CH/NB campus regarding his political issues and concerns about the recall. (Related APO: #8)
- 9) Together with Phyllis McGuire and Suzanne Korey, met with Muni's General Manager Fred Stephens to discuss the Transportation Academy project. (Related APO: #6)
- 10) Chaired meeting of the College Advisory Council and discussed agenda for upcoming year. (Related APO: #8)
- 11) Met with Peter Goldstein, Ron Lee, Carl Uehlein, Trustees Wong, Grier, and Ramos for a briefing on the PLA. (Related APO: #6.5)
- 12) Attended the Community College League's Advisory Committee on Legislation meeting at the Sacramento Host Airport Hotel. (Related APO: #6.3)
- 13) Together with spouse, attended the retirement party for Dean Sandra Handler. (Related APO: #4; #8)
- 14) Met with Martha Lucey regarding CCSF's Annual Report to the Community for 2003. (Related APO: #4)

- 15) Met with Tobin Kendricks and architects regarding the preliminary design for the Student Health Center. (Related APO: #6)
- 16) Met with officers of AFT 2121 to discuss issues, future plans, and matters related to negotiations. (Related APO: #8)
- 17) Had a telephone conference with Sharon Collins of Koret Foundation regarding the refunding of our Koret Proposal. (Related APO: #6; #1)
- 18) Met with some faculty members regarding their participation in the Kellogg Institute on Developmental/Remedial Education at Appalachian University in North Carolina. (Related APO: #1)
- 19) Had a telephone conference with Dr. Flores of Pima Community College regarding the National Articulation Transfer Network. (Related APO: #5)
- 20) Met with the College's Diversity Committee and discussed a number of issues and plans related to the upcoming year. (Related APO: #8)
- 21) Was guest lecturer at Professor Lou Schubert's Political Science class and discussed the issue of governmental advocacy at the state and national level. (Related APO: #8)
- 22) Attended meeting of the City College Foundation Board. (Related APO: #6)
- 23) Met with the Academic Senate Executive Council to discuss the organization and structure for the upcoming self-study. (Related APO: #2.6)
- 24) Had a telephone conference with the Chancellor of Foothill-De Anza College, Dr. Martha Kanter, to discuss the upcoming (Spring, 2004) League for Innovation Conference to be held in San Francisco which both districts are co-hosting. (Related APO: #8; #4)
- 25) Met with the College's Labor Management Council to discuss relevant issues related to personnel. (Related APO: # 8; #6)
- 26) Attended a Board Work Session at Gough to discuss Update on Budget, End of Year Assessment, and the Chancellor's Objectives 2003-04. (Related APO: #6)
- 27) Met with Steven Glick and Ed Hamilton to discuss the business plan for the Educated Palate. (Related APO: #6)
- 28) Welcomed visitors from Algeria who were visiting the United States for purposes of understanding the role of community colleges. (Related APO: #4)
- 29) Was a panelist for the breakout session on "Plugging the Holes: Student Preparation, Transfer and Persistence" hosted by the National Governors Association Center for Best Practices, RAND, and Council for Aid to Education. (Related APO: # 4; #6)

- 30) Met with Trustee Rodis and Dennis Normandy of PUC to discuss the Balboa Reservoir. (Related APO: #6.5)
- 31) Met with Don Griffin, Phyllis McGuire, Steve Glick, and Ed Hamilton to discuss plans for the Culinary Arts Program/Educated Palate. (Related APO: #6.5; #8)
- 32) Met with members of the College Council to discuss a number of issues and plans (budget, administrative evaluation, telephone registration). (Related APO: #6)
- 33) Attended the Chinese American Citizen's Alliance Citizenship Day. (Related APO: #4; #8)
- 34) Met with Nadine Rosenthal regarding Basic Skills. (Related APO: #1)
- 35) On the invitation of Lick Wilmerding's Headmaster, Dr. Al Adams, toured their new Technology Design Center and Cafeteria/Student Center. (Related APO: #2; #4)
- 36) Had a lunch meeting with Jim Prigoff, mural expert, and Julia Bergman to discuss plans for Diego Rivera. (Related APO: #6)
- 37) Met with members of the Citizens Oversight Committee for their quarterly meeting. (Related APO: #6.5)
- 38) Met with the strategy group of the CCSF Foundation's Board to discuss future development efforts regarding priority projects of City College. (Related APO: #6)
- 39) Attended the celebration on Excellence in Academic Libraries Awards held at the Rosenberg Library. (Related APO: #2; #5; #4; #8)
- 40) Met with members of the Planning and Budgeting Council to discuss the Planning and Budgeting Guide, Budget Status, and the upcoming five-year review of the Planning and Budgeting system. (Related APO: #6; #5)
- 41) Met with Trustee Milton Marks, Dr. Kathleen Alioto and Wei-ling Eng of the Ronald MacDonald's House of Charities regarding funding opportunities. (Related APO: #6)

Encl.

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