

DATE: October 29, 2002
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
SUBJECT: Chancellor's Monthly Report – October 2002

This month has been incredibly busy due to a variety of issues that appear to be converging at the same time, which has required my attention and involvement.

First, I wanted you to know that the Listening Sessions (both external and internal) have been scheduled. These listening sessions are another step in the process of getting broadbase input into the draft Strategic Plan. To date, the PBC and Chancellor's Office have hosted internal listening sessions for the John Adams Campus, Downtown Campus, and Southeast. The listening session for the Ocean Avenue Campus is scheduled for November 20. A copy of the schedule for all of the remaining internal and all of the external listening sessions is attached (**Attachment A**) along with a summary of the issues brought up at these sessions (to date). A lot of these suggestions are really different ideas or activities that are related to the eight (8) different strategic priorities that are identified in the draft. By and large, the reaction to the draft plan has been excellent with strong support for the process followed, the amount of participation, and the extent we are expanding that input during this dissemination phase. It should be noted that I have discussed with the Board President having another meeting of the Finance Committee for purposes of discussing the Draft Strategic Plan and next year's Annual Planning Objectives. The target date for that meeting is November 14, 2002, at 5p.m. (Gough Street).

Secondly, you all have been advised that this is the last year of our existing labor contracts with AFT 2121 and SEIU 790. We have been engaged in a series of on-going Labor/Management related meetings with SEIU and most recently, have decided to expand the focus of these meetings so as to include serious attention to improving bargaining issues. We are doing the same with AFT 2121 and are for the first time (in this case) involving the three Vice Chancellors at the table and talking directly with the leadership of AFT about various issues that will ultimately be addressed in the contract. This is the first time we have ever engaged in this type of dialogue. All parties are pleased with the format and most importantly the quality of the discussion. I am very hopeful that this strategy of engagement will allow us to finish-up our negotiations in a timely way and avoid the typical last minute, intense deliberations that leave everyone strained and exhausted and sometimes get in the way of maintaining effective working relationships with these important groups.

Somewhat related to this issue of employee relations, we had the third annual "Classified Flex" (Staff Development) Day on October 14th. It was outstanding with record levels of involvement

of classified employees participating. I, with the direct involvement of the three Vice

Chancellors, kicked off the morning with a speech reflecting a general update and status report on City College and the “Year Ahead.” Each of the Vice Chancellors did the same for their respective areas and we then shifted to a **Q and A**, which was very successful. For the rest of the day, a series of special workshops and seminars were offered, along with the traditional “Chancellor’s Lunch.” All in all it was a great day and Athena Steff, Alice Shvarts, and the rest of the SEIU/Classified Senate leadership team should be commended for their planning and successful management of the great event. A copy of the Flex Day Program Brochure is attached (**Attachment B**).

Also, this past month and as a result of a luncheon I had with Dr. Sandra Edwards, Executive Director of the Koret Foundation and her associate Ms. Sharon Collins, I have spent considerable time being directly involved in the development of a foundation proposal to support an extensive augmentation of our basic skills instructional program. A proposal has been submitted (see attached) as well as specific follow-up information that was requested by them in an effort to better understand what we do particularly in the fundraising/resource development area. Accordingly, and with the help of Bob Gabriner (Dean of Planning, Research, and Grants) and Kristin Hershbell (Associate Dean), we prepared a 4-5 year perspective on most of our grants and resource development efforts. It’s almost unbelievable what we have been able to get done when you look at it this way. A copy of that overview spreadsheet is attached (**Attachment C**), along with the Koret Basic Skills Proposal.

On a statewide level and on matters related to the budget, Leslie Smith and I hosted a meeting with the Vice Chancellor for Governmental Relations, Ms. Diana Fuentes-Michel. Diana has only been on board in the State Chancellor’s Office for the last several months but we worked with her when she was the point person for both the Governor and Secretary of Education on Community Colleges. She was extraordinarily supportive and great to work with and now that she has a leadership role in the Chancellor’s Office, we expect that to pay good dividends for City College. During her visit, we gave her the opportunity (“up front and personal) to observe both the Mission and Chinatown/NB campus. We finished off her visit at the Downtown Campus over a luncheon meeting hosted by the non-credit students in the Culinary and Hospitality Training Program. Dale Shimasaki, Peter Goldstein, Leslie Smith, and I had the opportunity to focus on budget issues, including non-credit funding. It was a great day and she left here with a very deep appreciation of our Mission, our programs, and the students we serve. She made a very direct point in expressing the need to have other significant players (including the head of the Latino Caucus) come to City College and see all of what we are doing. I’ll keep you posted on that development but we are hoping to schedule that visit before January. Additionally, I am attaching (**Attachment D**) a final end of year report on all of the Legislative Bills related to education and community colleges that were **signed into law**. The report was prepared by Dean Leslie Smith.

I also hosted a preliminary planning meeting this month for purposes of mounting a college-wide initiative on Learning Outcomes and the new accreditation standards. The three Vice Chancellors and several school deans, along with Bob Gabriner and his staff were present. It was **just** a preliminary meeting and focused on not only what we needed to do but how best to get the key shared governance constituencies involved. We decided not to do anything (given all that we have going on now) until the second semester. A major focus of my Spring Flex Day speech will address the need to move in this direction and solicit the active engagement of key constituencies in the process.

The college was asked by the group RC-2000 to host a dinner meeting for their annual meeting attendees. RC-2000 (Resources for Change) is a consortium of the largest urban-based community colleges throughout the U.S. and most recently, internationally. Their annual meeting was hosted by the Peralta Community College District. We are members of RC-2000 and many of the participating colleges are partners with us on our National Articulation and Transfer Network (NATN). Therefore, the dinner meeting was a good opportunity for us to get together with them to provide an update on our status and plans. I invited the Board President and Vice-President, as well as Trustee Grier to attend. I would have liked to invite many more of the Board and college staff but we were severely limited in terms of space and budget. Stewart/Barnes, our governmental relations firm in Washington, was the principal host/sponsor of the dinner meeting, along with the FIPSE grant. It was held at Dr. Alioto's residence and Ed Hamilton did a great job showcasing his students and their culinary skills.

Also, Jorge Bell, Carlota del Portillo, and I (along with a few other staff) attended the Hispanic Association of Colleges and Universities (HACU) annual meeting in Denver. NATN hosted a **"Newcomers Reception"** and Jorge, Carlota, and I gave an orientation to new members who represented Hispanic Serving Institutions (HSIs) and wanted to learn more about our current status and plans. It was a very successful and productive session which further identified additional opportunities for this growing network of colleges and universities dedicated to working with each other to improve transfer opportunities for students of color.

Finally, the major highlight of the month was the Annual HBCU Career Development Day hosted by City College and the AARP/AAAP Program directed by Dr. Henry Augustine. For the first time, the corporate executive office of UNCF, with funding support from the Target and Clorox corporations assisted directly with the program, which from their perspective was one of six regional "workshops" hosted in major urban areas around the United States. They selected City College as a site because of the long-standing efforts of Henry and his staff and because of City College's leadership role on NATN. It was quite a day! Henry and his staff, the advisory committee for the program, Ann Zinn, Kimberly Bolding, and the SFUSD's representative, Nicole Wise, all deserve our praise and special commendations for their fine work and dedication to this effort. Our success was at such a terrific level that the *Community College Times* featured our efforts as their primary story this past week in their national newsletter (see attached – **Attachment E**).

Additionally, below are specific activities I was engaged in during the month of October.

- 1) Attended a meeting in Washington of a special work group consisting of community college presidents to discuss issues and opportunities affecting community colleges, with a particular focus on the reauthorization of Voc. Ed. and Higher Ed. Acts, on the invitation of the Office of Voc Ed, U.S. Dept of Education.
- 2) Hosted a Listening Session at the John Adams Campus.
- 3) Met with officers of the Academic Senate to discuss issues and plans.
- 4) Met with Bruce Smith to discuss the revised draft of the Administrators Evaluation.

- 5) Met with Bob Gabriner and Kristin Hershbell to discuss the Koret Foundation grant proposal.
- 6) Chaired meeting of the College Advisory Council.
- 7) Met with Dean Brian Ellison to discuss the Faculty Evaluation and Tenure Review System.
- 8) Attended the AFT Political/Social reception for Board candidates.
- 9) Attended the Board Retreat to discuss the Mid-Term Report, the Chancellor's Annual Objectives, and other issues and plans
- 10) Attended the Transfer Day UNCF/HBCU Luncheon at PCR.
- 11) Met with Dean Sandra Handler regarding the WASC Mid-Term Report.
- 12) Met with student trustee Rick Cantora regarding a variety of issues and plans.
- 13) Attended the AFT Leadership meeting with the Vice Chancellors and Steve Hale. A follow-up meeting was also held.
- 14) Joined Athena Steff and Alice Shvarts and the classified staff at the 2nd Annual Classified Flex Day.
- 15) Met with Lorraine Leber, Chair of Graphic Communications and Art instructor Ray Holbert to pick the winning entry and 2 runner-ups for the Holiday Greeting Card Art Competition sponsored by the Chancellor's Office.
- 16) Attended and chaired meeting of the College Diversity Committee.
- 17) Attended and participated in the meeting of the Board's Finance Committee.
- 18) Met with the Administrators' Executive Committee to discuss issues and plans for general meeting with administrators.
- 19) Met with the Vice Chancellors, Sandra Handler, Bob Gabriner, Bruce Smith, and Kathe German to discuss the new Accreditation Standards.
- 20) Met with the Vice Chancellors, Linda Squires Grohe, and Tobin Kendrick to discuss plans for the Health and Wellness Center.
- 21) Attended and chaired meeting of the College Council.
- 22) Attended a Prop 47 fundraiser on the invitation of Sylvia Kwan of Kwan Henmi and Associates, along with representatives from SFSU and SFUSD.
- 23) Together with Peter Goldstein and Dale Shimasaki, attended a lunch meeting with Diana Fuentes Michel, Vice Chancellor of Governmental Relations and External Affairs for

California Community Colleges, who was here for a tour of CCSF campuses that was coordinated by Leslie Smith, our Director of Governmental Relations and my office.

- 24) Met with two visitors from Seoul, Korea to discuss role of community colleges in the U.S.
- 25) Had a conference call with Dr. Edwards and Ms. Collins of the Koret Foundation regarding our grant proposal.
- 26) Met with the community group (SLBE, minority contractors) regarding the PLA, along with Carl Uehlein, Peter Goldstein, and Ron Lee.
- 27) Met with Micha Berman, Carol Lamont, and Anthony Tansimore, Chief Operating Office of the San Francisco Foundation to discuss their strategic plan and interest in supporting workforce development (Phyllis McGuire, Associate Vice Chancellor for Workforce Development also attended).
- 28) Attended a Rally/Press Conference at the Mission Campus regarding Prop 47 and Prop 52.
- 29) Attended and chaired meeting of the Planning and Budgeting Council.
- 30) Attended and was panelist at a workshop on the Globalization of Community Colleges sponsored by City College's Department of Social Science. Also gave a presentation on "Globalization, the New Economy, and United States Minorities."
- 31) Attended a meeting of the Facilities Committee, chaired by Trustee Lawrence Wong, to discuss the status of the Mission and Chinatown/North Beach Campuses and other facilities projects.
- 32) Along with Dr. Kathleen Alioto, hosted a private dinner for community college CEOs at the Alioto home in conjunction with the RC-2000 Fall meeting.
- 33) Attended and made a presentation on the National Articulation Transfer Network (NATN) at the annual HACU Convention in Denver Colorado.
- 34) Together with Vice Chancellor Griffin, Dean Brian Ellison, Dean Bruce Smith, Sue Homer (faculty), student Trustee Rick Cantora, AS President Kevine Boggess, and other members of the college's Diversity Committee, attended a Diversity meeting at Foothill/de Anza Community College, which focused on integrating diversity issues across-the-curriculum. Prof. Mike Kelly, Chair of the college's Curriculum Committee also attended.

Thanks and if you have any questions and concerns, please contact me directly.

Attachments

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