NOTICE OF
SPECIAL MEETING OF
THE BOARD OF TRUSTEES OF
THE SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

The Board of Trustees of
The San Francisco Community College District will meet on

LOCATION: Gough Street Administrative Site
Auditorium
33 Gough Street, San Francisco

DATE: Monday, August 27, 2012

TIME: 6:00 P.M.

I. Roll Call

II. Pledge of Allegiance

III. Administrative Reassignments:

In order to more effectively address accreditation challenges and serve students well, several changes to administrative assignments are recommended. The proposed changes will strengthen the leadership team by reducing the number of interim assignments while also adding an experienced senior leader to assist CCSF over the next several months. Four administrators will assume their former positions. A new interim Vice Chancellor of Student Services will oversee all student service areas. She will serve only during this transition period and will work closely with those whose duties she will assume. The five following resolutions are presented for your approval:

F1: Reassignment of Administrator
Interim Vice Chancellor Research and Policy to Associate Vice Chancellor Workforce & Economic Development and Grants (OEWD)

F2: Reassignment of Administrator
Interim Vice Chancellor Campuses and Enrollment Services to Dean Mission Campus

F3: Reassignment of Administrator
Interim Vice Chancellor Student Development to Dean Student Support
Services

F4: Reassignment of Administrator
Interim Dean Counseling, Student Support & Outreach and Recruitment
to Associate Dean Outreach and Recruitment

F5: Administrative Educational Appointment
Vice Chancellor Student Services

IV. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5. Moreover, the public shall have the opportunity to speak at each teleconference location in accordance to Government Code 54954.3 and Education Code 72121.5.

The San Francisco Community College District does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Persons who wish to request disability-related accommodations including sign language interpreters should contact Leilani Battiste, Title 5 Compliance Monitor, 31 Gough Street, Room 9A, San Francisco, CA 94103, Phone: (415) 241-2294, Fax: (415) 241-2203. Please request accommodations as early as possible prior to the date of the Board meeting in order to assure the best possible arrangements.

Periodically, writings that are public records, which relate to an agenda item for an open session of a regular meeting of the Board of Trustees are distributed less than 72 hours prior to that meeting. Any such writings are available for public inspection at the time these writings are distributed to at least a majority of the Board. The address where such writings will be available for public inspection is:

50 Phelan Avenue
Conlan Hall
San Francisco, CA 94112

33 Gough Street
San Francisco, CA 94103

Copies can be made at the cost of $.15 per page
DATE: August 27, 2012

Subject: Human Resources
Reassignment of Administrator
Interim Vice Chancellor Research and Policy to Associate Vice Chancellor Workforce & Economic Development
(Resolution No. 120827-F1)

BACKGROUND INFORMATION:

Resolution 120827-F1 covers the reassignment of Phyllis McGuire from her current assignment as Interim Vice Chancellor Research and Policy to her former position, Associate Vice Chancellor Workforce & Economic Development.

Board of Trustees approval is required.

RECOMMENDATION:

RESOLVED: That effective August 28, 2012, Phyllis McGuire be reassigned to her former position, Associate Vice Chancellor Workforce & Economic Development.

Salary shall be in accordance with the Administrative Salary Schedule Classification E – Associate Vice Chancellor. Phyllis McGuire shall be held harmless of the adopted revision to the current administrative salary scale that eliminated step 13 of the 2010-2011 salary scale (Resolution No. 111117-S3); and as per adopted resolution 11117-F1 shall be moved to step “0” and retain step 13 salary (10-11 salary scale).

BE IT FURTHER RESOLVED THAT: the Chancellor, Vice Chancellor of Finance and Administration and/or their designee(s) are hereby authorized to execute any and all documents necessary to effectuate this resolution.

SHARED GOVERNANCE REVIEW:

_X_ This resolution does not require review by the Shared Governance System.

___ This resolution requires review by the Shared Governance System for recommendation to the Chancellor. The following Shared Governance body(ies) reviewed this resolution and took action on it on the date indicated:

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Only _______________________________ required to review this resolution.

Clara Starr, Originator
DATE: August 27, 2012 F2

Subject: Human Resources
Reassignment of Administrator
Interim Vice Chancellor Campuses and Enrollment Services to
Dean Mission Campus
(Resolution No. 120827-F2)

BACKGROUND INFORMATION:

Resolution 120827-F2 covers the reassignment of Jorge Bell from his current assignment as Interim Vice Chancellor Campuses and Enrollment Services to his former position Dean of Mission Campus.

Board of Trustees approval is required.

RECOMMENDATION:

RESOLVED: That effective August 28, 2012, Jorge Bell be reassigned to his former position as Dean of Mission Campus.

Salary shall be in accordance with the Administrative Salary Schedule Classification D. Jorge Bell shall be held harmless of the adopted revision to the current administrative salary scale that eliminated step 13 of the 2010-2011 salary scale (Resolution No. 111117-S3); and as per adopted resolution 11117-F1 shall be moved to step “0” and retain step 13 salary (10-11 salary scale).

BE IT FURTHER RESOLVED THAT: the Chancellor, Vice Chancellor of Finance and Administration and/or their designee(s) are hereby authorized to execute any and all documents necessary to effectuate this resolution.

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Clara Starr, Originator

BOARD OF TRUSTEES

JOHN RIZZO, PRESIDENT • DR. ANITA GRIER, VICE PRESIDENT • DR. NATALIE BERG • CHRIS JACKSON
STEVE NGO • RODRIGO SANTOS • LAWRENCE WONG • WILLIAM WALKER, STUDENT TRUSTEE
DR. PAMILA FISHER, INTERIM CHANCELLOR
DATE: August 27, 2012

Subject: Human Resources
Reassignment of Administrator
Interim Vice Chancellor Student Development to Dean Student Support Services
(Resolution No. 120827-F3)

BACKGROUND INFORMATION:

Resolution 120827-F3 covers the reassignment of Lindy McKnight from her current assignment as Interim Vice Chancellor Student Development to her former position, Dean of Student Support Services.

Board of Trustees approval is required.

RECOMMENDATION:

RESOLVED: That effective August 28, 2012, Lindy McKnight be reassigned to her former position as Dean, Student Support Services.

Salary shall be in accordance with the Administrative Salary Schedule Classification D - Dean, Step 11.

BE IT FURTHER RESOLVED THAT: the Chancellor, Vice Chancellor of Finance and Administration and/or their designee(s) are hereby authorized to execute any and all documents necessary to effectuate this resolution.

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STEVE NGO ● RODRIGO SANTOS ● LAWRENCE WONG ● WILLIAM WALKER, STUDENT TRUSTEE
DR. PAMILA FISHER, INTERIM CHANCELLOR
DATE: August 27, 2012

Subject: Human Resources
Reassignment of Administrator
Interim Dean Counseling, Student Support & Outreach and Recruitment
to Associate Dean Outreach and Recruitment
(Resolution No. 120827-F4)

BACKGROUND INFORMATION:

Resolution 120827-F4 covers the reassignment of Laurie Scolari from her current assignment as Interim Dean Counseling, Student Support & Outreach and Recruitment to her former position, Associate Dean Outreach and Recruitment.

Board of Trustees approval is required.

RECOMMENDATION:

RESOLVED: That effective August 28, 2012, Laurie Scolari be reassigned to her former position, Associate Dean Outreach and Recruitment.

Salary shall be in accordance with the Administrative Salary Schedule Classification C – Associate Dean, Step 6.

BE IT FURTHER RESOLVED THAT: the Chancellor, Vice Chancellor of Finance and Administration and/or their designee(s) are hereby authorized to execute any and all documents necessary to effectuate this resolution.

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Clara Starr, Originator
DATE: August 27, 2012

Subject: Human Resources
Administrative Educational Appointment
Interim Vice Chancellor Student Services
(Resolution No. 120827-F5)

BACKGROUND INFORMATION:

Resolution 120827-F5 covers an appointment for the position Interim Vice Chancellor Student Services (Office of the Chancellor). Board of Trustees’ approval is required.

RECOMMENDATION:

RESOLVED: That effective August 28, 2012, appointment not to exceed one year or until a permanent Vice Chancellor is hired, Thelma Scott-Skillman be appointed Interim Vice Chancellor Student Services (Office of the Chancellor).
(Resume attached.)

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

SHARED GOVERNANCE REVIEW:

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Only _____________________________ required to review this resolution.

Clara Starr, Originator
Attachment
Thelma Scott-Skillman

Objective: Provide leadership focused on advanced education and training.

Experience:

2001 – 2012  
**President (Founding)**
Folsom Lake College - Folsom, CA
Duties: Provided leadership and vision for a new community college, including education center conversions, initial accreditation, master plan, design, implementation of entire college construction, a regional performing arts center, & ed. centers.

1998 – 2001  
**Vice President, Instruction & Student Development**
Folsom Lake College Center/El Dorado Center/Rancho Cordova Center
Duties: Development, implementation, and evaluation of entire education program, curriculum, and support services, including faculty, staff, and budgets, design a new college and ensure its full accreditation status.

1990-1998  
**Vice Chancellor, Student Services & Special Programs**
Chancellor’s Office, California Community Colleges - Sacramento, CA
Duties: Comprehensive operations of student support programs & services for 106 colleges, including transfer matters and overseeing a budget of $400+ million. Provided leadership of policies and ensured implementation of federal/state laws.

1989 – 1990  
**Vice President, Student Development**
Cypress College – Cypress, CA
Duties: Development, implementation, and evaluation of all students support services/programs focused on student success.

1987 – 1989  
**Dean, Student Services**
Cosumnes River College – Sacramento, CA
Duties: Implementation and evaluation of various student support services and programs focused on student success.

1974 – 1987  
**Faculty Member**
Los Medanos College – Pittsburg, CA
- Psychology Instructor/Counselor – Behavioral Science Division
- Coordinator -Behavioral Sciences Curriculum and Counseling
- Articulation Officer and Acting Director, Special Programs

1973 – 1974  
**Instructor/Counselor** – Behavioral Science Division
Diablo Valley College – Pleasant Hill, CA (subject: Psychology)

Education:

- Ed.D. Nova University: Community College Curriculum & Instruction
- M.S. California State University – Hayward: Counseling
- B.A. California State University – Hayward: Psychology

Professional Affiliations:

- Board Member, American Association of Community Colleges (2010-2013)
- Board Member, Folsom Economic Development Board (2001-2012)
- President, Buckeye Unified School District Bond Oversight Committee (2007-2012)
- Treasurer, Presidents’ Round Table – National Council Black American Affairs of AACC (2008-2012)
- Board Member, New Sacramento High School Board (2003-2007)
- Board Member, St. Hope Academy Board (2001-2002)
- Board Member, LEED-Sacramento Board (2002-2006)
- Co-Chair, State-wide CCC/UC Transfer Issues Committee (1997-1999)
- Facilitator, Statewide CCC CalWORKs Committee (1995-1998)
- Member, Higher Education Intersegmental Coordinating Council (1990-1998)
- Member, Statewide CCC Capital Outlay Committee (1990-1998)
- Member, Joint Systems Admissions Council (CSU &CCC) (1990-1998)
- Chair, Statewide CCC Student Services Think Tank (1990-1998)
- Member, California Alliance of Minority Participation (1990-1998)
- Member, Association of Community College Administrators (1987-2012)
- Member, four local Chambers of Commerce (1998-2012)
- Rotary International (1995-present)

Awards:

- League of Innovation – Leadership Institute
- AAWCJC National Institute for Leadership Development
- Fellowship – Operations Crossroads – Africa
- Fellowship – W. K. Kellogg Foundation
- Educator of the Year-2005 National Coalition of 100 Black Women
- ACE-recognition/outstanding Leadership Training Programs

- 2009 Woman of the Year – California 5th Assembly District
- Business Woman of the Year – 2004- Folsom, CA
- Fellowship – National Endowment for the Humanities
- Internship – Teacher Corps
- 2009 Mother of the Year-St John’s Shelter
- Paul Harris Fellow-Rotary International

References: Available upon request