COLLEGE ADVISORY COUNCIL

Minutes of the March 3, 2005 meeting

I. Reports from the Committee Chairs

A. Diversity Advisory Committee (Dr. Philip R. Day, Jr. – Committee Chair)
   - Religious symbols on campus
     The Diversity Advisory Committee was asked to look into if Christmas tree
     represent a religious symbol.
   - Military recruitment.
     Currently, the college is obligated to allow military recruiter on the campus
     ground in order to receive some $28 million federal funding annually. However, recent in
     lawsuit, an east coast college challenged this federal law. Our college will keep close
     eye on these developments.
   - Student Equity Plan
     The Student Equity Plan was approved by the Board of Trustees.
   - California Tomorrow will start to work on a new project with the college.

B. Communication Committee (Francine Podenski – Committee Chair)
Francine Podenski gave a presentation on the items the communication committee is working on;
   - Recommendations for improvement for City Currents
     - Consolidate constituent group reports and minutes in a “Report” section at the end
       of the City Currents.
     - Establish a column for submission from the Office of Research and Planning to
       summarize overviews of recent studies and surveys.
     - Distribute City Currents electronically using the Board of Trustees Agenda electronic
       distribution process and model.
   - EAtv-Ch27 Update
     - EAtv-Ch27 will soon be connected to the Sutro Tower via fiber.
     - Cable franchise negotiations continue.
     - The college was informed that the Comcast agreements nationally provide capital fund
       but not operating funds. Currently, the City and County franchise provides some of
       the operating funds augmented by the district.
   - AdCamp Kiosk Proposal Follow Up
     The Communication Committee met with the owner of the AdCamp to discuss to
     reservations the council had about the Kiosk at their December, 2004 meeting. The
     committee was assured that all its concerns will be taken in account and will be included
     in the contract with the district. The Communication Committee will review the
     advertisements once a month (the highest possible turnover of the advertisements is once a
     month). The location of the KIOSK will be also reviewed by the Chancellor’s Office in
     cooperation with the Facilities Office.
     The CAC unanimously approved the AdCamp Kiosk proposal.

College Advisory Council
Dr. Philip R. Day Jr., (Chair)
* Darlene Alioto * Lu Marla Dea * Marilyn Dugyawi * Attila Gabor * Dave Gallanani * Peter Goldstein *
* Don Griffin * Veronica Lawrence * Mai Lee * Joann Low * Fred Teti * Athena Steff * Rose Vela *
C. ITPC (David Yee)
David Yee reported that there were several new items of interest.
- First of all the ITS successfully implemented the conversion to Banner 6. A special hotline was created for the new banner.
- The ITPC also talked about the GroupWise 6.5 update, which will be presented by Doug Re and Robert Lam.
- There will be a planned power outage on March 25 in order to perform maintenance.
- The Request for Service Form will be soon available online.
- There is a need for a District Wireless Policy. David Yee will bring the proposal to ITPC.

II. Budget Update (Dr. Philip R. Day)
Dr. Day distributed a copy of the Budget Preparation Guidelines for 2005-6. This document outlines the following position for the Major Cost Center Managers, given the current fiscal condition of the state and the Governor’s proposed budget;
- Maintenance of current operational objectives.
- Continuation of on-going developmental objectives where staffing, categorical, facilities bonds or grant resources are available.
- Adoption of new developmental objectives, where feasible, when there are categorical or grant funds to support the new objectives (or if there are no associated costs with completing the objective).
- Optimize enrollment to anticipate opportunities for growth.

III. Email Upgrade (Doug Re)
Robert Lam gave an update on the upgrade to GroupWise 6.5, which will be installed during the Spring Break. During the conversion period (2-4 days), there will be no email accepted from the outside and sender will receive message of CCSF not accepting email. Faculty and staff will not have access to their mailbox for 1-2 days. Novell is no longer supporting GroupWise 6.

IV. Shared Governance Implementation (Fred Teti)
This agenda item was postponed until the next CAC meeting in April.

Minutes were prepared by Attila Gabor