MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
September 20, 2001
City College of San Francisco
GOUCH STREET CAMPUS

I.  Open Session:

Call to Order:  President Berg called the meeting to order at 6:45 P.M.

Roll Call:  The following Trustees were present: Dr. Natalie Berg, Johnnie L. Carter Jr., Dr. Anita Grier, Milton Marks III, Rodel Rodis, Julio Ramos and Trustee Wong.

Also present:  Student Trustee Toni Hines, Chancellor Day, and Legal Counsel Ronald Lee.

II.  Pledge of Allegiance:
President Berg led the Trustees and the audience in the Pledge of Allegiance.

III. Approval of the Minutes
President Berg asked if there were any modifications to the minutes.

Trustee Ramos asked why the minutes didn’t reflect under special presentation that City College was going to also match the $10,000 for Hispanic Scholarship Students donated by Compucredit.

Trustee Ramos also asked who is administering this scholarship.

Chancellor Day stated the Office of Scholarships, which interfaces with the Scholarship Committee, is responsible for giving out the scholarships.

Trustee Carter presented a few modifications to the minutes.  He stated that the minutes should reflect that at last month’s Board meeting he stated that the CCSF Job partnership with the Department of Justice, Resolution No. 010830-S5 was tabled until the September Board meeting.  He stated that unfortunately, it has been difficult to have conversations with those in Sacramento to finalize this deal.  He stated that he would like to make it official that he would like to see this Resolution tabled until further notice.

Trustee Carter moved the approval of the minutes as amended for the August Regular Board Meeting, Trustee Rodis seconded the motion.

At the call of the question all Trustees said, “Aye”, the minutes to the August Regular Board Meeting were adopted as amended.

IV.  Public Response to the initial Proposals of the San Francisco Building and Construction Trade Council Unions and of the San Francisco Community College District for a Successor Collective Bargaining Agreement.
President Berg asked if there was any public response.  No one responded.

V.  Adoption of the Resolutions Agenda

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
Counsel Lee referred to the handout titled, “Additions and Modifications”, detailing changes in the agenda. He also stated that modifications were made to resolutions B3, B5, S4 and that G8, S5, S6, and S7 was added to the agenda. He also stated that S3 was pulled from the Resolution Agenda. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

President Berg called for a motion. Trustee Marks moved adoption of the Resolutions Agenda, Trustee Rodis seconded the motion.

At the call of the question, all Trustees said, “Aye”. The Resolutions Agenda was adopted.

VI. Approval of Consent Agenda Items
Trustee Wong moved to adopt resolutions B2-B9 as consent calendar items. Trustee Rodis, seconded the motion. At the call of the vote, all Trustees said, “Aye”. The B resolutions were adopted.

Trustee Carter moved to adopt resolutions C1-C4 as consent calendar items, Trustee Marks seconded the motion. At the call of the vote, all Trustees said, “Aye”. The C resolutions were adopted.

Trustee Marks moved to adopt resolutions G1-N1 as consent calendar items, with the exception of L1. Trustee Carter seconded the motion. At the call of the vote, all Trustees said, “Aye”. The G-N resolutions were adopted.

Trustee Wong moved to adopt resolutions S1-S4 as consent calendar items, with the exception of S4. Trustee Marks, seconded the motion. At the call of the vote, all Trustees said, “Aye”. The S resolutions were adopted.

VII. Special Presentations
President Berg thanked Jun Timbol for all of his efforts and congratulated him on his retirement. Trustee Rodis presented Mr. Timbol with a Certification of Appreciation. He congratulated and thanked him for thirty years of effort at City College of San Francisco. He also stated that he would like to present Ms. Sonia Reyes with a Certification of Appreciation, but unfortunately she had a prior family engagement and could not attend tonight’s Board meeting.

VCFA Goldstein gave a status report regarding what the District is doing with respect to environmental issues, focusing on recycling, energy conservation and the use of pesticides.

Chancellor Day stated the District has put forward is involved in a major initiative started last year because of the energy crisis. He stated that with strong financial support from PG&E, they have essentially set up a new initiative at the State Chancellor’s office that is looking at an energy management consortium that will focus on providing technical assistance to institutions. He also stated that training will be set up around the state and that City College of San Francisco will take a lead on that initiative.

Trustee Marks stated he appreciated all the efforts, but that the report needed to have more information regarding what the District is doing with regards to its own policy and how the District is complying with state laws concerning the environment.

Trustee Ramos asked if the District could revisit its policy about energy conservation in the library. He stated that he would like to see if the District could open the library on Sundays.

VCFA Goldstein stated the decision on the library being closed on Sundays is more related to heating the building than it was to electricity.

Chancellor Day stated that when the District tried opening the District on Sundays there wasn’t a good turnout of students. He also stated that the energy cost to open the library on Sundays led the District to not open on Sundays.
VCFA Goldstein stated at some point the District would figure out a way to heat the building without turning on the capacity for the entire campus, which might provide a solution.

Trustee Carter suggested that the District consider working with Dean Rita Jones for assistance.

Trustee Marks asked that the District give continuous report on energy conservation even if it is an informational notice every month.

VCFA Goldstein stated that the District would continue to provide information to make sure nothing is out of compliance with respect to environmental laws.

Trustee Wong stated that a few years ago the Board and the Associated Students got together to create the District’s environmental policy and he asked if the Board could get copies.

President Berg stated that the information that Trustee Wong wanted distributed would be found in the policy manual.

Trustee Wong asked if copies of that particular section that pertains to the District environmental policy in the policy manual could be distributed to address this issue more specifically.

VIII. REQUEST TO SPEAK

Lorena Navas-O’Brien, Representative from the La Raza Unida & the Women’s Resource Center, thanked the Board for all of their efforts with the Latino Services Program. She highlighted a brief update of the center and mentioned that the center is playing catch up with services. She hopes that when the District finds a Director for the Program it will provide many changes in the services provided to the Latino community in the District. She also expressed that October is Breast Cancer Awareness Month. She also reported that the Women’s Center is having an open house on October 3rd and invited everyone to participate.

Trustee Ramos asked if the Latino Services Program is up and running and if students are being serviced.

Ms. Navas-O’Brien stated that it is in service and stated that not many students are aware of the services that are available.

Chancellor Day stated that the Latino Services program is up and running but not from a counseling stand point. He also stated that he would distribute the responsibility to provide assistance and would ensure all students are aware that the services are provided.

Trustee Ramos asked what was the status of the search for the Director of the program.

VCSD Griffin, gave a brief update regarding the status of the search for the Director for the Latino Services program. He stated that currently the interim Director is Jorge Bell and by November the program should have a Director in placed.

Trustee Ramos asked if any advertisements for the position were placed in any professional journals.

VCSD Griffin stated that the Human Resource Department could provide him with that information.

Ms. Navas-O’Brien expressed that the District may want to consider hiring a headhunter to find a candidate who is Latino and speaks the language.
Trustee Grier asked if at the previous board meeting it was stated that a program was cut from the San Francisco Unified School District and she would like the name of the program and the person who started the program.

Alice Shvarts stated that the program was called the Latino Scholarship program, which was started by Kate Ford.

IX. Monthly Financial Report
CFO Kendrix gave the monthly financial report for fiscal year 2001-02 through September 7, 2001. He stated that the College’s spending to date and projected spending for the year is within budget, with 19.23% of the fiscal year completed, the college has expended and encumbered 21.91% of the approved operating budget. He also stated that current revenues are tracking in accordance with the approved budget. He stated that the District is projecting that when the fiscal year is completed, the District would have spent 99.09% of the approved operating budget.

CFO Kendrix stated that the District has closed its books for FY 2000-01, and estimates the Unreserved Undesignated Fund Balance to be $2.4 million. He also stated that based on current information the District is projecting the Unreserved Undesignated Balance could be $1,604,471 at the end of the current fiscal year, a decrease of $939,520 from the previous fiscal year. He also stated that the District would continue to manage its resources in a manner that will improve this projection by the end of fiscal year. He stated that in addition to this amount the District’s goal is to increase the Board’s Designated Reserve to $5,500,000 at the end of the current fiscal year. This would be an increase of $750,000 from the previous fiscal year.

Trustee Ramos stated program expenditures are essentially half of what the total entitlements are and asked has that been a pattern in pervious quarters in certain areas.

CFO Kendrix stated that it does vary a little bit. He also stated that the second column on the report that says, “Prior-year carry-over is two million” which varies year to year. He stated that the two million dollars of this activity was carried over from the prior year and with some of these grants, there is always a carry-over period.

CFO Kendrix stated that a good portion of the grants have been extended from July through current date and will continue through the end of September because it is on the federal fiscal year.

Trustee Ramos expressed his concern that the entire amount is not expended for certain grants. He asked if the District is limited in the amount that we can apply for subsequently if the District doesn’t spend the entire amount.

CFO Kendrix explained that the District grant program regarding on going grants really depends on the contract. He stated that usually the District would have a carry-over from prior years if the District did not expend all funds given.

X. Action on other Resolutions Agenda Items

ACTION ON B1
Adoption of Final 2001-2002 Annual Budget

President Berg called for a motion. Trustee Wong moved the resolution, Trustee Grier seconded the motion.

Trustee Marks asked if there was some way to gain a better understanding of the budget. He stated that he feels uncomfortable voting and would like to abstain from the vote.

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Wong stated that part of the educating process is budget workshops. He expressed that when the District has those meetings only a few of the Board Members attended. He stated that with strong participation from the Board members these workshops would allow for a better understanding of the budget. He also stated that if it were necessary he would have another Budget workshop for better understanding.

Trustee Marks stated that if it was packaged differently maybe there would be a better understanding of the budget.

Chancellor Day suggested that there should be conversation started regarding the process the District has to follow. It may allow for a deeper understanding about how the District derives to our budget.

Trustee Carter stated that Trustee Wong made sure that tapes were distributed for the May and June Budget workshop meetings. He stated that there was a lot of information for one to absorb. He also stated that a lot of the parameters of the budget are already set.

President Berg stated that a roll call vote should be made. At the call of the question, The following Board members voted as follows:

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<th>Member</th>
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<tr>
<td>President Berg</td>
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<td>Trustee Carter</td>
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<td>Trustee Marks</td>
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<td>Student Trustee Hines</td>
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B1 was adopted.

VCFA Goldstein reported that we are closely monitoring the sales tax and other revenues in light of the economic downturn, and would keep the board informed about any future development.

**ACTION ON G8**
*Certificated Employees Tenure*

President Berg called for a motion. Trustee Ramos moved the resolution, Trustee Carter seconded the motion.

Chancellor Day stated that he would extend his congratulations on behalf of the Board to all the Certificated employees who received tenure.

At the call of the question, all the Trustees said, “Aye”, G8 was adopted.

**ACTION ON L1**
*Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract.*

President Berg called for a motion. Trustee Wong moved the resolution, Trustee Ramos seconded the motion.

Trustee Ramos asked for a brief overview regarding Resolution No. 010920.L1

VCFA Goldstein stated that this resolution is for maintenance purposes on tax sheltered accounts for District employees.
Trustee Ramos asked if employees ID numbers are appearing on the resolutions.

VCFA Goldstein stated that it is only a partial ID number.

Trustee Ramos asked if the District contracts out with a certain company.

VCFA Goldstein stated that if a group of employees found a plan they would like to invest in then the District would research and would try to provide that plan for them. He stated that there are over 90 plans that the District currently offers employees.

Trustee Ramos asked if the District uses a Broker.

VCFA Goldstein stated that the District deals directly with the companies and does not use a broker.

At the call of the question, all the Trustees said, “Aye”, L1 was adopted.

**ACTION ON S4**

Authorization be hereby given to awarded a 10 year exclusive contract to Pepsi-Cola based on the bid proposal cited above for all carbonated beverage products with the exception of carbonated mineral water and carbonated beverages containing sixty percent (60%) or more of fruit juice or fruit pulp as its contents.

President Berg called for a motion. Trustee Ramos moved the resolution, Trustee Carter seconded the motion.

Trustee Ramos stated that in the resolution it states that there is an exclusive 10-year contract with Pepsi and asked if that was pre-existing.

VCFA Goldstein stated that the District had a prior 10-year contract with Pepsi with exclusive clauses regarding services.

Trustee Ramos asked how do the funds get allocated from the machines.

VCFA Goldstein stated that certain amounts get allocated to the Associated Students. And, that certain amount for territorial rights gets distributed to the District.

Trustee Ramos expressed his concerns regarding exclusive benefits that Pepsi would have and about the possible lack of opportunities for other vending machines like Snapple.

Chancellor Day stated that this decision to recommend Pepsi was made with the assistance of the standing committee of Shared Governance.

VCFA Goldstein stated that the District did meet with the Associated Students and the revenue goes to all the campuses.

Trustee Ramos asked if there was any urgency regarding passing this resolution tonight.

Chancellor Day stated that the existing contract has expired and there is a need to implement another contract. He stated that the District would not want to loose any services.

President Berg expressed her concerns regarding the reliability of vending machines.

Trustee Wong asked if the Associated Students would be losing revenue regarding this elapsed contract.

VCFA Goldstein stated that the Associated Student would be losing revenue if this contract does not move forth.
At the call of the question, all the Trustees said, “Aye”, with exception of Trustee Ramos and Student Trustee Hines who said, “Nay” S4 was adopted.

**ACTION ON S5**

S5 - Prayer and Remembrance of Tuesday, September 11, on Behalf of the Thousands of Victims and their Families

President Berg called for a motion. Trustee Ramos moved the resolution, Trustee Wong seconded the motion.

Trustee Ramos stated that he attended the San Francisco Remembrance event, which occurred at the Bill Graham Auditorium. He expressed his condolences on behalf of the thousands of victims and their families whose lives were forever changed on the morning of Tuesday, September 11th.

Trustee Marks echoed Trustee Ramos sentiments. He also expressed his condolences on behalf of the thousands of victims and their families.

Trustee Rodis expressed his condolences on behalf of the thousands of victims and their families. He also expressed his concerns about the Muslim community.

Trustee Carter expressed his condolences on behalf of the thousands of victims and their families. He expressed his concerns if the United States were to go to war and who would be in the front line.

Trustee Wong also expressed his condolences on behalf of the thousands of victims and their families whose lives were forever changed by the tragedy of Tuesday September 11th. He expressed his concerns about scapegoating the Muslim community.

President Berg expressed her condolences on behalf of the thousands of victims and their families who lives were changed by the tragedy of Tuesday, September 11th acts of terrorism. She expressed her concerns and echoed Trustee Wong’s sentiments about scapegoating in the Muslim community.

Trustee Marks recommended that this resolution should be amended to add sentiments, which include scapegoating in the Muslim community.

President Berg stated that the District could do another resolution to address scapegoating in the Muslim community.

At the call of the question, all the Trustees said, “Aye”, S5 was adopted.

**ACTION ON S6**

S6 - Resolution honoring Sonia M. Reyes and Silvino “Jun” S. Timbol for their many years of exemplary service to the District.

President Berg called for a motion. Trustee Rodis moved the resolution, Trustee Ramos seconded the motion.

At the call of the question, all the Trustees said, “Aye” S6 was adopted.

**ACTION ON S7**

S7 - Recognition of California Community Colleges Vice Chancellor of Human Resources, Gus Guichard

President Berg called for a motion. Trustee Rodis moved the resolution, Trustee Wong seconded the motion.

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
At the call of the question, all the Trustees said, “Aye” S7 was adopted.

**ACTION ON S8**
The Board decided to add an additional item in the agenda reminding everyone in the District that the Board will not countenance any scapegoating of individuals and assigning of blame to people who are in this country who are not in any way associated with the acts. The Board determined that there was a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted with regards to this new item. The voting was (7-0) to place the item on the Board’s agenda.

President Berg called for a motion. Trustee Marks moved the resolution, Trustee Ramos seconded the motion.

At the call of the question, all the Trustees said, “Aye” S8 was adopted.

**XI. Report from Academic Senate**
Ophelia Clark, President of the Academic Senate gave a brief overview on what the Academic Senate is currently involved in. She stated that she had requested having the library open on Sundays during finals week. She also thanked Chancellor Day for his recommendation of particular faculty who got early tenure. She expressed her condolences on behalf of the thousands of victims and their families whose lives were forever changed by the tragedy of Tuesday, September 11th.

**XII. Report from Associated Students**
Rick Cantora, Associate Students President, gave a brief overview on what Associated Students is currently involved in. He stated that the Associated Students were concerned for Muslim students safety. He also stated that there were concerns regarding the lighting issues at the Ocean Avenue Campus that should be addressed. He also expressed deepest sympathy for all the victims and their family whose lives were forever changed by the tragedy of Tuesday, September 11th. He stated that he believes that although the District had a memorial for all the victims he believes that it was not inclusive for all ethnicities.

Chancellor Day stated that the District was surprised on some of the song choices. He stated that faculty members from the College Advisory Council and students had edited version distributed to the College community but was dismayed by one song choice which was surprisingly added on. He stated that he would have a conversation with the people who are responsible to rectify the situation.

Jeff Trinidad, Vice President of the ICC thanked the Board for their continuing support. He gave a brief update on ICC and that ICC is pushing for more inclusive clubs for all campuses to participate in.

**XIII. Report from the Classified Senate**
Alice Shvarts, President of the Classified Senate stated that the Classified Senate office has moved and she gave a brief overview on what the Classified Senate is currently involved in. She gave an update on the classified retreat. She also hopes that all classified staff participates in Classified Flex Day, which would be happening on October 8th. She expressed her condolences on behalf of the thousands of victims and their families whose lives were forever changed by the tragedy of Tuesday, September 11th. She also wanted to conclude on a personal note by thanking Jun Timbol for all of his assistance and congratulate him on his retirement.

**XIV. Board of Trustees’ Report**
Student Trustee Hines expressed her condolences on behalf of the thousands of victims and their families whose lives were forever changed by the tragedy of Tuesday, September 11th. She briefly described what she has been involved with during the past month. She highlighted certain
meetings such as student ID Cards meeting, Student Development Task Force meeting, and two Associated Student meetings. She hoped that there would be more involvement with students as a whole community.

Trustee Ramos gave a brief overview on what he has been involved with during the past month. He stated he met with the preservationist groups from the Mission Campus project. He commended Chancellor Day and President Berg on their continuing efforts to get the Mission Campus built. He also expressed concerns if the District is complying with the Sunshine Ordinance. He also voiced concerns about the Muslim community and how Americans should have a deeper understanding regarding scapegoating individuals.

Trustee Wong gave an overview what he has been involved with during the past month. He also highlighted a few historical points from Asian history that were discussed at a protest conference and a three-day conference he attended.

Trustee Rodis stated that in six weeks the November elections would have arrived and the District needs to continue the efforts on Prop A to pass. He also stated that since there have been a lot of layoffs, a lot of people may seek to educate themselves by heading back to school. He stated that it is important that the District continues our efforts at this trying time.

Trustee Grier requested that the Board adjourns tonight’s meeting in memory of the thousands of victims and their families whose lives were forever changed by the tragedy of Tuesday September 11th.

Trustee Carter expressed his concerns about the United Stated going into war. He congratulated Jun Timbol and Sonia Reyes on their retirement. He stated that he would like to participate in the adoption of the sunshine ordinance meeting. He also stated that City College of San Francisco would be hosting the California State Assembly, which is an all day event and encouraged people to participate. He thanked Ann Zinn and Leslie Smith for their continuous assistance.

XV. Chancellor Report
Chancellor Day highlighted a few issues that he addressed in the Chancellor’s Report, and briefly described what he has been involved with during the past month.

VCSD Griffin gave an update in terms of summer enrollment and also talked about where the District is in terms of Fall enrollment for 2001.

Trustee Grier asked if the report that was given to the board, which says, “summer credit” includes high school students who are in the summer program. She also asked where is the figure in the report.

VCSD Griffin stated that it does include the high school students who are in the summer program. He also stated that the figure is actually broken down. He gave a brief update on many departments at City College of San Francisco providing summer programs for high school students.

XVI. Closed Session Announcements
Legal Counsel Lee stated that there are no reports from Closed Session.

XVII. Public Comment
Lauren Nelson, City College of San Francisco Student expressed her concerns about the tragedy that occurred on September 11th. She hopes that the District will continue to be supportive to their student’s as they have been with this tragedy.

XVII. Adjournment:
President Berg called for a motion. Trustee Wong moved the motion, Trustee Rodis seconded the motion. At the call of the question, All Trustees’ said “Aye”. Meeting adjourned in memory of the

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many people who died in September 11th tragedy. A moment of silence was taken and the meeting ended at 9:30 p.m.

Submitted by,

Chancellor Philip R. Day, Jr.
Secretary, Board of Trustees
(By Toni Lee)

The minutes are based on the reporter's transcript of the proceedings taken by Aura Clendenen, Certified Shorthand Reporter in and for the City and County of San Francisco, State of California.

The foregoing Minutes approved at the meeting of the Board of Trustees
__________________, 2001
Approved: ____________________________, President