Date: May 25, 2000
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor

Subject: HUMAN RESOURCES
Administrative Appointments (2 or 3 year terms)
(Resolution No. 000525-F1-16)

BACKGROUND INFORMATION:

On December 16, 1993, the Board of Trustees of the San Francisco Community College District adopted the revised administrative evaluation procedures by adopting Resolution No. 931216-S7.

As a result thereof and in accordance with Sections A, B, or C of the Revised Administrative Evaluation Procedures, administrators who received satisfactory evaluations will receive either two or three year appointments.

Fifteen administrators were evaluated during the Fall 1999 Semester, as a result of continued administrative appointments. These administrators are:

1. Jennifer Biehn – Dean, Student Activities
2. Nicholas Chang – Dean, Matriculation/Assessment Testing
3. Frank Chong – Dean, Student Affairs
4. Carlotta Del Portillo – Dean, Mission Campus
5. Robert Gabriner – Director, Research, Planning, and Grants
6. Steven Glick – Dean, Downtown Campus
7. Don Q. Griffin – Dean, Instruction Scheduling and Faculty Support
8. Sandra Handler – Dean, School of Behavioral and Social Sciences
9. Stephen Herman – Director, Administrative Services
10. James Kendrix – Chief Financial Officer
11. Frances Lee – Vice Chancellor Academic Affairs (Provost)
12. Joanne Low – Dean, Chinatown Campus/School of International Education and ESL
13. Phyllis McGuire – Dean, Evans Campus/School of Applied Sciences and Technology
14. Linda Squires-Grohe – Dean, John Adams Campus/School of Health and Physical Education
15. Gary Tom – Dean, Alemany Campus

The following resolutions are recommended for adoption:

Resolution No. 000525-F1 covers an academic administrative appointment for Dean, Student Activities.

RESOLVED: That effective July 1, 2000 through June 30, 2003, Jennifer Biehn, be appointed to a three-year term as Dean, Student Activities.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F2 covers an academic administrative appointment for Dean, Matriculation/Assessment Testing.

RESOLVED: That effective July 1, 2000 through June 30, 2002, Nicholas Chang, be appointed to a two-year term as Dean, Matriculation/Assessment Testing.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F3 covers an academic administrative appointment for Dean, Student Affairs.

RESOLVED: That effective July 1, 2000 through June 30, 2003, Frank Chong, be appointed to a three-year term as Dean, Student Affairs.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F4 covers an academic administrative appointment for Dean, Mission Campus.

RESOLVED: That effective July 1, 2000 through June 30, 2003, Carlotta Del Portillo, be appointed to a three-year term as Dean, Mission Campus.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F5 covers an academic administrative appointment for Director, Research, Planning, and Grants.
RESOLVED: That **effective July 1, 2000 through June 30, 2003, Robert Gabriner,** be appointed to a three-year term as Director, Research, Planning, and Grants.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F6 covers an academic administrative appointment for Dean, Downtown Campus.

RESOLVED: That **effective July 1, 2000 through June 30, 2003, Steven Glick,** be appointed to a three-year term as Dean, Downtown Campus.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F7 covers an academic administrative appointment for Dean, Instruction Scheduling and Faculty Support.

RESOLVED: That **effective July 1, 2000 through June 30, 2002, Don Q. Griffin,** be appointed to a two-year term as Dean, Instruction Scheduling and Faculty Support.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F8 covers an academic administrative appointment for Dean, School of Behavioral and Social Sciences.

RESOLVED: That **effective July 1, 2000 through June 30, 2003, Sandra Handler,** be appointed to a three-year term as Dean, School of Behavioral and Social Sciences.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F9 covers an academic administrative appointment for Director, Administrative Services.

RESOLVED: That **effective July 1, 2000 through June 30, 2003, Stephen Herman,** be appointed to a three-year term as Director, Administrative Services.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F10 covers an academic administrative appointment for Chief Financial Officer.

RESOLVED: That **effective July 1, 2000 through June 30, 2003, James Kendrix,** be appointed to a three-year term as Chief Financial Officer.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.
Resolution No. 000525-F11 covers an academic administrative appointment for Vice Chancellor Academic Affairs.

RESOLVED: That effective July 1, 2000 through June 30, 2003, Frances Lee, be appointed to a three-year term as Vice Chancellor Academic Affairs.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F12 covers an academic administrative appointment for Dean, Chinatown Campus/School of International Education and ESL.

RESOLVED: That effective July 1, 2000 through June 30, 2003, Joanne Low, be appointed to a three-year term as Dean, Chinatown Campus/School of International Education and ESL.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F13 covers an academic administrative appointment for Dean, Evans Campus/School of Applied Sciences and Technology.

RESOLVED: That effective July 1, 2000 through June 30, 2002, Phyllis McGuire, be appointed to a two-year term as Dean, Evans Campus/School of Applied Sciences and Technology.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F14 covers an academic administrative appointment for Dean, John Adams Campus/School of Health and Physical Education.

RESOLVED: That effective July 1, 2000 through June 30, 2002, Linda Squires-Grohe, be appointed to a two-year term as Dean, John Adams/School of Health and Physical Education.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 000525-F15 covers an academic administrative appointment for Dean, Alemany Campus.

RESOLVED: That effective July 1, 2000 through June 30, 2003, Gary Tom, be appointed to a three-year term as Dean, Alemany Campus.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Clara Starr, Originator