Open Session:

Call to Order: President Berg called the meeting to order at 6:02 P.M.

Roll Call: The following Trustees were present: Dr. Natalie Berg, Bob Burton, Dr. Anita Grier, Milton Marks III, Rodel Rodis, and Julio Ramos.

The following Trustee was absent: Lawrence Wong.

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

Pledge of Allegiance:

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

President Berg started the meeting with a moment of silence for Trustee Robert Burton who passed away in early March. She also suggested that all the Board Members say a few words about Trustee Robert Burton.

All the Board members expressed their sorrow about the loss of Trustee Burton.

Chancellor Day also expressed his sorrow about the loss of Trustee Burton.

Approval of the Minutes

President Berg asked if there were any modifications to the minutes.

Trustee Grier stated a few modifications that should be reflected in the February Regular Board Meeting minutes.

President Berg called for a motion to adopt the minutes to the February Regular Board Meeting as amended.

At the call of the question all Trustees said, “Aye”, The minutes to the February Regular Meeting were adopted.

Adoption of the Resolutions Agenda

Counsel Lee referred to the handout titled, “Additions and Modifications”, detailing changes in the 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 Ramos moved adoption of the Resolutions Agenda, Trustee Marks seconded the motion.
At the call of the question, all Trustees said, “Aye”. The Resolutions Agenda was adopted.

V. Approval of Consent Agenda Items

Trustee Rodis moved to adopt resolutions B1-B19 as consent calendar items with the exceptions of B5,B6,B2,B14,B15,B12,B10, and B19. Trustee Ramos seconded the motion. At the call of the question, all Trustees said, “Aye”. The consent calendar resolutions were adopted.

Trustee Rodis moved to adopt the C through S resolutions as consent calendar items. Trustee Marks, seconded the motion. At the call of the vote, all Trustees said, "Aye". The C through S resolutions were adopted.

VI. Monthly Financial Report

CFO Kendrix gave the financial report for the period ending March 19, 2001. He briefly discussed page two of the report, which included changes in the fund balance and fund balance classifications.

CFO Kendrix stated that last month’s revenues were a little lower and expenditures were even lower, which leads to a net result of an unreserved undesignated ending balance projection increasing from $1.2 million to approximately $1.6 million.

CFO Kendrix explained the reduction in the revenue and expenditures, and stated that the District had overpaid STRS, and by the time it was reconciled it was pushed forward to 1999-2000. He reassured the Board that it won’t happen again.

Trustee Ramos asked if the District has determined what is causing the enrollment to drop at City College of San Francisco.

VCSD Griffin stated that the drop is due to the non-credit program. He also stated that for the fall semester and the Spring Semester, the District anticipates enrollment will be down about 100 FTS to 120 FTS for credit programs.

VCSD Griffin stated that the District’s non-credit program is losing about 200 FTS per semester, but the District hopes to gain some of that back in the summer.

Trustee Ramos asked if the District has any preliminary numbers on summer enrollment.

VCSD Griffin stated that the District does not have any preliminary numbers on summer enrollment but has budgeted and planned for the same number of sections and anticipates about 10 to 15 percent growth, both in the credit program and the non-credit program.

VII. Action on other Resolutions Agenda Items

ACTION ON B1

Adoption of Nonresident Tuition Fee Rate in Grades 13 and 14 for the Fiscal Year 2001-02

President Berg introduced Ashish Hada, who addressed Resolution No. 010329-B1

Ashish Hada, an international student at City College of San Francisco expressed his gratitude towards the Board and the District for keeping the International Student fees the same.

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

Trustee Ramos asked how large is the International Student Population at the District.
Chancellor Day stated that the head count is 1200.

Trustee Marks asked why is there a difference between fees for U.S. citizens and Non citizens.

CFO Kendrix stated that the difference is the Capital Outlay fee, and because Non citizens don’t contribute to funds that the District gets through the state building fund that is what the additional assessment is.

At the call of the question, all the Trustees said, “Aye”, B1 was adopted.

**ACTION ON B2**
Amending Resolution No. 000622-B3 for Special Personal Services Contracts with SCT Corporation

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

Trustee Grier asked if SCT was the name of the corporation or if it is an acronym for the corporation. She also asked how long the District is expected to continue with Banner and this contract. She concluded by asking what is the total cost of this contract.

VCFA Goldstein stated that he believed SCT is an acronym. He also stated that the District hopes to stay with Banner for a long time, because the District worked very hard to make the Banner conversion a successful implementation. He also gave a brief overview to explain why the District needed to convert to a new software system.

VCFA Goldstein stated that the total cost of this contract would be $83,000.

At the call of the question, all the Trustees said, “Aye”, B2 was adopted.

**ACTION ON B5**
Authorization for Fourteen (14) Contract Modification(s) totaling $319,704.52 for Special Services Contract(s) and Construction Contract(s)

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

Trustee Marks asked about the process for writing chart resolutions and what type of flexibility does the Board anticipate giving the District in terms of revenue projection.

VCFA Goldstein stated that resolution, 010329-B5 represents changes in special services and construction contracts related to capital projects. He also stated that reasons for modifications to a contract vary and those changes are not anticipated when the resolution is first written.

VCFA Goldstein stated that when the Board passes a resolution there is no room for flexibility because when the Board passes the original resolution they pass it up to a certain amount and for a certain type of service or construction project and if there are any changes to the original contract the District most often needs to come back for the Board’s approval.

VCFA Goldstein stated that in these contracts are still within the budget of the project, but that’s not something that is detectable from this resolution.

Trustee Marks stated that it might be helpful to the Board to know that the project was budgeted for a certain amount of money even though there was an original contract approved for less.

VCFA Goldstein stated that where it is not within budget it will be specifically noted and there would be further explanation.
President Berg stated that if it is not within the budget then it should come back with a full resolution so the Board would know whether it is over budget.

Trustee Ramos asked if all the contracts cited in Resolution No. 010329-B5 went out for bid.

VCFA Goldstein stated that all these contracts did go out to bid and are based on low bids.

Trustee Ramos asked if the District has a threshold on contracts under a certain amount of money, which does not need Board approval.

VCFA Goldstein stated that the District’s threshold for contracts which do not need Board approval is under $15,000. He also stated even these contracts are reported in the agenda under the information-only section.

Chancellor Day stated that there is also a separate provision in our policies that if an initial contract didn’t require board approval because it was under $15,000 and then ends up being adjusted, the District needs to come back with a full resolution.

At the call of the question, all the Trustees said, “Aye”, B5 was adopted.

**ACTION ON B6**

*Authorization be hereby given to contract with the lowest responsible bidder NEMA Construction, for the project: Downtown Campus Building Entry Air Doors, to be completed on or before September 30, 2001, at a cost not to exceed $29,840*

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

Trustee Marks asked if the sliding doors could be replaced with regular doors since he is concerned about the energy the District is using on this project.

VCFA Goldstein stated that he wished it were that simple but the District has had this problem for quite some time and believes that the primary source of the draft in the building isn’t the doors, but the draft coming from a hole in the second floor that serves as a vacuum to suck the air up each time the front entrance is opened.

VCFA Goldstein stated that a renovation plan, which will be hopefully funded in the future, will close the hole and the major part of the problem will disappear by virtue of the remodeling work. He also stated, that since the District has had grievances filed on this by the union representing our employees, the District feels obligated to try to do something to improve the conditions and not wait until funds are available for a major remodel.

VCFA Goldstein gave a brief overview of the idea, which was presented in the resolution. He also stated that the District is mindful of the energy cost and the District is making a concerted effort to conserve energy.

Trustee Grier asked what happened to the idea of changing the entrance of the doors.

VCFA Goldstein stated that the long-term solution is to relocate the main entrance of the building to the fourth street side where but that is dependent upon funding that we don’t have today. He also stated the temporary solution is putting up heating units which can be relocated when the entrance is relocated and they can be taken down and moved to the new entrance at that time.

At the call of the question, all the Trustees said, “Aye”, B6 was adopted.
ACTION ON B10
That authorization is hereby given to contract with JOBTRACK.com to provide job listing and other web-based career listing services to CCSF students, at no cost to the College or students.

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

Trustee Ramos asked who initiated this contract with JOBTRACK.com, and what type of ongoing relationship would we have with them.

Larry Klein, Dean of Special Projects, stated that JOBTRACK.com would enable our students to access their website and get information on jobs that are listed. He also stated that he believes that the District would not be getting much money from this contract, but he anticipates that our students would have access to a wide variety of employment opportunities.

Dean Klein stated that the person who found JOBTRACK.com is the chair of the Career Development placement center in Indiana quadra.

Trustee Ramos asked if we were going to link JOBTRACK.com to the college’s website.

Dean Klein stated that he believes that the link will be from the CCSF homepage under development and placement center web page.

At the call of the question, all the Trustees said, “Aye”, B10 was adopted.

ACTION ON B11
That authorization is hereby given for approval or contract with Dr. Brad Phillips, Dr. William Armstrong, and Steve Spurling for the period April 1, 2001 through April 20, 2002, for $20,000, $19,200, and $28,800 respectively.

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

Trustee Ramos asked what is the District participation if the registered nursing program is statewide. He also asked what was City College’s role in providing this program.

Robert Gabriner, Director of Research, Planning and Grants stated that the Center for Student Success is a City College project, which is networked with a number of researchers and other planners in the state. He also stated that it seeks to address issues of student success that are statewide concerns but have implications for our own students. He expressed how there is great concern among Nursing Directors throughout the state about the drop in nursing students.

Trustee Ramos asked how the District is going to monitor the progress of this program and what is the goal for this program.

Mr. Gabriner stated that the goal of the program is to examine the current prerequisites throughout the state in ten different nursing programs, and to create a statistical model which would validate that the students who go through the program and succeed going through are those who have the prerequisites as opposed to students who do not have those prerequisites.

Trustee Berg asked if Steve Spurling was on the District’s payroll or is he a contractor.

Mr. Gabriner stated that Dr. Calderon is a member of his staff, who is working at the UC President’s office in the Puente Program there, and Mr. Steve Spurling is an employee of UC under contract by UC is working in our office under an exchange agreement.

At the call of the question, all the Trustees said, “Aye”, B11 was adopted.
ACTION ON B12
Authorization is hereby given for approval to contract with Alison Nordstrom and Associates for a period of April 1 through December 31, 2001, not to exceed $15,000

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

Trustee Grier asked how would this resolution would be implemented.

Julia Bergman, City College of San Francisco Librarian and chair of the Works of Art Committee gave a brief overview of exhibits, which have been in multiple locations around the District, and she hopes that this will continue.

Mr. Gabriner stated that many campus sites do not have any visual exhibition areas. Therefore, the District has contracted with Ms. Nordstrom for her expertise. He also stated that Ms. Nordstrom has knowledge of both funding issues as well as structural organizational issues which would be a great asset to this project.

At the call of the question, all the Trustees said, “Aye”, B12 was adopted.

ACTION ON B14
Authorization be hereby given to extend the contract with Pinnacle Systems to provide pay-for-use- copier services to the District beginning July 1, 2001 through June 30, 2004, with the possibility of two single year extensions upon mutual agreement

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

Trustee Marks asked what is the threshold above which a contract like this would be put out to bid rather than having representatives identified by the Administration and invited in.

VCFA Goldstein gave a brief explanation but suggested that this resolution should be tabled for next month for a thorough explanation by the originator of the resolution.

President Berg called for a motion to table this resolution until next month. Trustee Ramos made the motion, Trustee Marks seconded the motion. At the call of the question, all the Trustees said, “Aye”, B14 was tabled until next month.

ACTION ON B15
Authorization to submit renewal applications for funds and appropriate all fund receivable upon approval by the California State Department of Education/Child Development

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

Trustee Marks asked for clarification on the last paragraph in Resolution No. 010329-B15.

VCFA Goldstein stated that the last paragraph refers to a significant change in employment status for a significant number of classified employees as a result of the District’s most recent contractual agreement with their representative labor organization, SEIU. He also stated that a large number of employees who had been on a temporary status for a long time will be moved to permanent status, half of them this July 1st and the other half next July 1st.

President Berg asked if this could be accommodated in next year’s grant.

VCFA Goldstein stated that the general fund may need to cover this in the District’s operating budget.
VCFA Goldstein also stated that what the District did not assume because it was not knowable at the time if Child Development would need a general fund subsidy now or if they be able to handle it within their program.

Sandra Handler, Dean of School of Behavioral and Social Sciences, and Stephen Rico, Department Chair gave a brief explanation of nature of the Child Development program and why the program may need general fund contributions.

Trustee Ramos asked which campuses will receive these moneys for their ongoing or yet to be developed child care facilities.

Mr. Rico gave a brief overview, outlining the list located in the background information in the resolution.

At the call of the question, all the Trustees said, “Aye” B15 was adopted.

**ACTION ON B19**
*Authorization be given to appropriate all funds receivable from the California Endowment for the grant, ‘Health Care Interpreter Curriculum Dissemination”, for the period of March 30, 2001 until March 1, 2002 in the amount not to exceed $100,000*

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

Trustee Ramos asked if the District has an existing health care interpreter program in place.

Sunny Clark, Department Chair for Student Health Services, stated that the District does have an existing health care program and it has been existence for five years.

Trustee Ramos stated that it was his understanding that the present Director at the Mission site will be leaving City College at the conclusion of this semester. He also asked if the District has an on-going search for a new candidate.

Ms. Clark stated that the District does not have anybody to replace her and that this particular full time position would be replaced with a part time employee.

Trustee Ramos stated that he was concerned that the volume of business would increase. He also stated that the downsizing of the coordinator’s position needed to be looked into further.

Chancellor Day stated that he would follow up with Frances Lee and he would provide some supplemental information.

At the call of the question, all the Trustees said, “Aye” with exception to Trustee Ramos who said, “Nay”, B19 was adopted.

**ACTION ON F1**
*Extending Interim Appointment Educational Administrator*

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

At the call of the question, all the Trustees said, “Aye” F1 was adopted.

**ACTION ON P1**
*Notice of intention to Amend the SFCCD Policy Manual by adding Section 7.24, small Local Business Enterprises and Directing the administration to take appropriate steps to prepare a small Local Business Enterprise Utilization program.*
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” with exception to Trustee Grier who said, “Nay”, P1 was adopted.

RECESS @ 7:20PM

VIII. Special Presentation

David Binder, Founder of David Binder Research, gave a brief presentation on his findings from a telephone survey of 600 voters conducted on behalf of San Francisco City College between January 29th and February 1st, 2001 for the 2001 Bond measure this November.

Mr. Binder stated that he believes that San Francisco voters are generally supportive of education. He also stated that San Francisco voters are among the best-educated electorates of any municipality that he has polled. He stated that they educate themselves and understand the difference between City College and San Francisco Unified.

Trustee Grier asked about how questions were posed and how Mr. Binder came to the conclusion that voters will differentiate between San Francisco Unified and City College.

Mr. Binder stated he found dramatic differences in answers from people who responded, which shows that voters are differentiating between City College of San Francisco from San Francisco Unified School District. He then an overall assessment of his findings.

IX. Report from Academic Senate

Ophelia Clark, President of the Academic Senate expressed the Academic Senate’s condolences on the loss of Trustee Robert Burton. She gave a brief overview on what the Academic Senate is currently involved within the enhanced Self-study. She also highlighted the workforce preparation and economic development study session she attended.

President Clark also wanted to extend an invitation to all the Board members on behalf of the Academic Senate to visit different campuses. She stated that faculty appreciate seeing and meeting our Board. She thanked Trustee Marks for his attendance at a recent Executive Council meeting at the John Adams Campus. She also thanked VCFA Goldstein and Jim Keenan for coming to Executive Council and discussing the energy crisis and the energy issues that concern the District.

President Clark thanked David Binder for his presentation and for all the information, which he provided regarding the bond issue.

Chancellor Day stated that he has talked with David Binder and mentioned that he will be at the next College Council meeting making the same presentation.

X. Report from the Associated Student Council

Alma Soto, President of the Associated Students Council expressed the Associated Students’ condolences on the loss of Trustee Robert Burton. She also gave a brief update on events that are currently occurring at the District, and also on what the Associated Students Council is currently involved with.

President Soto stated that she and a few of her colleagues from the peer mentoring program participated in the Young Women’s Conference for Urban Girls at the Bill Graham Civic Auditorium. She stated how they presented a workshop on college success as well as how to be successful at City College of San Francisco.
President Soto also announced that Associated Students has made four new appointments as follows: Ricky Richardson, Michael Muhammad, Ebony Mathis, and Sonia Menjivar.

President Berg requested that packets for the election of the Associated Student Council be delivered at each campus.

X I. Report from the Classified Senate

Alice Shvarts, President of the Classified Senate expressed her condolences on the loss of Trustee Robert Burton. She also gave a brief update on what the Classified Senate is currently involved with. She also highlighted some concerns she had with Senate Bill 235, which would make the state the exclusive appointing body to the Classified Senate.

X II. Board of Trustees’ Report

Trustee Marks thanked Ann Zinn, Chancellor’s Special Assistant for her assistance with alerting people of his availability to meet before the Board’s closed session. He also wanted to thank Trustee Grier for joining him in his efforts to provide opportunities for people to meet with Board members on a regular basis.

Trustee Marks stated that he has met with the Academic Senate, Associated Students and sat in on a meeting of the College Advisory Council. He also requested that President Berg schedule a Special Meeting to inform the Board about how Shared Governance is working at City College of San Francisco. He also mentioned that he met with Bob Gabriner, Nancy Wolfe, Peter Goldstein, and Ron Lee to discuss retroactive approval of grant resolutions and how the District may streamline the process. He concluded by highlighting conversations he had at a meeting that he participated in to discuss the possibility of including a preservation component to the New Mission Campus.

Trustee Grier stated that a couple of weeks ago she visited along with student Trustee Hines, the museum of Tolerance in Los Angeles. She stated that she would recommend this experience for everyone.

Trustee Grier also asked for an update on the status of the concern raised by Student Trustee Hines regarding Associated Students.

Trustee Rodis highlighted aspects of the Facilities Committee meeting which the District had last Wednesday.

Trustee Ramos stated that he would like the facilities committee to look into the issue of pedestrian safety on the Phelan Campus.

Chancellor Day stated that the District is working closely with Riordan High School and the PUC to see if a stop light could be put in to assist pedestrians who are trying to cross the street.

Trustee Ramos stated that the Balboa reservoir site needs assistance with general upkeep. He also stated that he would like to see a link or a web site created for the bond and the proposal for the bond so the community will be informed and involved.

Trustee Ramos stated that he met with Mayor Willie Brown and discussed the new Mission Campus with him. He also stated that he met with faculty of the Mission Campus and they were very interested in discussing issues related to the energy crisis and the bond.

Student Trustee Hines stated that she was proud that the Associated Students are strategizing ways to be more inclusive. She also stated that since last year’s elections, there was a lot of disenfranchisement, and the Associated Students are attempting to make changes and I’m proud to work with them. She also stated that the Women’s Resource Center recently celebrated their expansion this Wednesday and thanked Chancellor Day for his participation.
Student Trustee Hines stated she is also trying to reach out to other campuses to do a better job with the Associated Students Election process.

President Berg stated that at the request of three members of the Associated Students they wanted to convey that the views presented by the Associated Students at the last meeting did not represent the entire Associated Students, and they were not involved in even discussing what was brought up here last month. Also, they were completely upset about the tone of the meeting last month.

President Berg also stated that she met with Chancellor Day with about four different community groups from the Mission to begin a dialogue on the Mission Campus. She stated that there would be other ongoing meetings, which would involve other Trustees.

President Berg stated that meetings are also being set with other community groups all over the city discuss the bond measure. She stated that the Board is asking for student representatives to join us to talk with the community groups.

XIII. 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.

Chancellor Day announced that City College of San Francisco would be celebrating 65 years and encourages everyone to participate in the festivities at City Hall. He stated that he didn’t want to steal the thunder of the staff and the Dean of Development who worked diligently to help try to bring about the announcement of a major gift. He introduced Dr. Kathleen Alioto.

Dr. Kathleen Alioto, Dean of Development expressed her condolences for the loss of Trustee Robert Burton. She stated that the director of the Orsephela Family Foundation has affirmed that they are investing a multimillion dollar multi-year gift in the Child Development Program at City College. She also stated that the investment will assist our child development, and family studies programs with their goal of providing a model zero-to five year old child care program for children of the students, faculty, staff and community of City College.

XIV. Closed Session Announcements

General Counsel, Ron Lee stated that in Closed Session the Board of City College took the following action: The Board authorized the initiation of litigation in the action of defendants. The particulars shall be disclosed to any person upon inquiry once the action is formally commenced unless disclosure jeopardizes services or process or jeopardizes any settlement negotiation.

The vote was as follows:

Yes: Berg, Grier, Marks, Ramos, and Rodis.

Absent: Trustee Lawrence Wong

XV. Request to speak

Alan Fisher, President of AFT 2121 expressed his condolences for the loss of Trustee Robert Burton. He highlighted his excitement about the bond measure and faculty support. He also stated a few words about the energy crisis. He concluded by inviting everyone to go to the Cesar Chavez march.

Richard Cantora, member of the Associated Students, thanked Trustee Ramos for making an active outreach effort to talk to some of the students and encouraged other Board members to come and join in discussions as well.
XVI. Adjournment:
President Berg called for a motion. Trustee Rodis moved the motion, Trustee Grier seconded the motion.

At the call of the question, All Trustees’ said “Aye”. Meeting adjourned in the memory of Trustee Robert Burton at 9:35 p.m.

Submitted by,

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