MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
May 31, 2001
City College of San Francisco
PIERRE COSTE DINING ROOM

I. Open Session:

Call to Order: President Berg called the meeting to order at 6:15 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 Lawrence 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 Wong moved the approval of the minutes to the April Regular Board Meeting, Trustee Grier seconded the motion.

Trustee Marks suggested a few modifications, which should be made to the April Regular Board Meeting minutes.

President Berg suggested that the revised minutes should be mailed to each Board member. She also stated that the District should indicated that anybody could review the full transcript.

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

IV. 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 Wong 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.

V. Approval of Consent Agenda Items

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Marks moved to adopt the C1 through N1 resolutions as consent calendar items with exception of F1. Trustee Rodis, seconded the motion. At the call of the vote, all Trustees said, “Aye”. The C through S resolutions were adopted.

President Berg stated that she would like to take the agenda items out of order and have the Classified Senate introduce their newly elected members.

Alice Shvarts, introduced all the newly elected Classified Senate members and also mentioned many of the Senate members who could not make it to the meeting.

VI. Special Presentations

Trustee Ramos presented the City College of San Francisco Judo’s Team and Coach Mitchell Palacio a plaque of appreciation for all of their efforts.

President Berg stated how amazed she was by the City College of San Francisco Judo’s Team and congratulated them for all of their efforts.

VII. Monthly Financial Report

CFO Kendrix stated that in addition to the monthly financial report there is also the third quarter financial report for review. He gave a brief update regarding the overall summary of revenue and expenditures and any modifications to the fund balance.

CFO Kendrix gave an overview of the financial report for the period ending May 7, 2001. He stated that the District is projecting an unreserved undesignated ending balance of $1.86 million dollars. He also stated that the District is still waiting for the second principal apportionment from the State which comes in mid–June to see the impact that our enrollment projections will provide. He stated that he did not expect a lot of upward movement in the numbers, but expect to see some improvements when the District receives the actual figures.

President Berg asked if the $400,000 that he is recommending the District to increase is coming from money surplus of what the District had against what the District spent.

CFO Kendrix stated she was correct and it would be coming from the net difference between revenue and expenditures.

President Berg asked if by increasing the amount would it take care of the full net balance or does the District has money remaining.

CFO Kendrix stated that the District would still have a $1.8 million dollar balance, which would be used as the beginning balance for next year.

President Berg stated that she was looking at the projections for growth and asked if it was realistic to go into the next year’s budget.

VCFA Goldstein stated that the District has achieved some growth funding this year. He also stated that earlier at the budget workshop it was presented that one way the District achieved growth funding was from enrollment. The other has to do with the amount of physical space the District is responsible for, either from buildings the District owns or buildings that the District generate FTS and also what the District leases.

VCFA Goldstein stated that when the District goes into next year’s budget that the Chancellor presented earlier in the evening projects a very modest additional increase in growth.

VCFA Goldstein gave a brief overview of the special audit report that the District asked the District’s independent external auditor to provide of the 1997 Bond Fund, which was created because of the positive election outcome in 1997.
VCFA Goldstein stated that this was beyond our normal audit requirements. The District invited the District’s independent auditors at a small cost to the District to answer some specific questions.

VCFA Goldstein highlighted certain questions, which were posed to the auditors and gave a brief overview on the extremely favorable position the District has taken.

President Berg asked if the District could convene another Bond Committee meeting to provide this information publicly.

VCFA Goldstein stated that he would provide assistance to compose a Bond Committee meeting as soon as possible.

Trustee Marks asked if anything could be done to assure the public that the District has spent the previous bond money.

VCFA Goldstein stated the remainder of the money will be spend according to that timeline to resolutions this Board has approved.

Trustee Berg stated that a document needed to be produced to indicate the District’s stance on the finances regarding the prior Bond Initiative.

Trustee Carter suggested that the chair of the District’s Bond Committee and the Administration could produce that document. He stated that he believes that the document would be very beneficial to the District.

VIII. Action on other Resolutions Agenda Items

**ACTION ON B1**

Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended March 31, 2001.

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

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

**ACTION ON B2**

Authorization be hereby given to contract with WebCt, Inc. to provide technology training, hosting services for City College’s on-line courses, and licensing fees for period from June 1, 2001 through June 30, 2002 for a total cost not to exceed $29,500

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

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

**ACTION ON B3**

Authorization to be given to contract with Savin Corporation to provide office copier equipment and service to the District beginning July 1, 2001 through June 30, 2002, with the possibility of three single year extensions upon mutual agreement.

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

At the call of the question, all the Trustees said, “Aye”, B3 was adopted.

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
ACTION ON B4
Authorization be hereby given to appropriate up to an additional $208,000 of Prop A Bond funds to be used to fund the design and construction of the Project: Central Shops and Warehouse

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

Trustee Wong asked for some clarification regarding the District pursuing a claim of $150,000 against the consultant who was responsible for error that led to additional cost.

VCFA Goldstein gave a brief overview regarding Resolution No. 010531-B4. He stated through the engineering consultant’s insurance policy, the District is filing a claim for the error that was committed on that project.

Trustee Ramos asked what the status of litigation presently.

Counsel Lee stated that the Board authorized litigation to be initiated and the District is in the process of serving the party.

At the call of the question, all the Trustees said, “Aye”, B4 was adopted.

ACTION ON B5
Authorization for seven (7) Contract Modification(s) totaling $177,618 for Special Services Contract(s) and Construction Contract(s); Two (2) Amendments.

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”, B5 was adopted.

ACTION ON B6
Authorization is hereby given with RGA Environmental, Inc., for special services and advice to provide the District with complete hazardous material survey, testing, report and construction specification preparation for the District Scheduled Maintenance and Hazardous Substance Abatement Projects on an as needed basis.

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

At the call of the question, all the Trustees said, “Aye”, B6 was adopted.

ACTION ON B7
Authorization be hereby given to contract with A. Ruiz Construction Co. & Assoc., Inc., for the project: John Adams Child Development Center Playground Site Improvement and Play Structure Replacement, to be completed on or before June 30, 2001 at a cost of not to exceed $48,000

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

Trustee Ramos asked if someone could explain Resolution No. 010531-B7.

VCFA Goldstein explained that this was an emergency situation that involved a drainage problem. He stated the District was granted an award through the Mayor’s Office of Community Development for improvements on the playground at the John Adams Child Development Center.
He also stated that MOCD stated that the District has to put up the funding and show MOCD how the District will solve this problem by May 11 or they will withdraw the funding for the playground site.

Trustee Ramos asked if the District has already established a contract with A. Ruiz Construction Co. & Assoc. Inc.

David Liggett, Director of Facilities Planning stated that this contractor has a done similar project with the District.

Trustee Wong asked if the commitment which is required by MOCD need to translate an identifiable contractor or can the District state that we will commit certain funds and go out to bid.

Mr. Liggett read a letter which was received on May 7th written by MOCD asking the District to come up with approximately $50,000 to do the construction work to fix the drainage problem and the District would do the work within 60 days so they could over see other projects.

Chancellor Day stated that under the circumstances the District could not fulfill the timetable obligations to go out to bid.

President Berg stated that given the construction industry in San Francisco, it was lucky that the District had someone to provide assistance.

At the call of the question, all the Trustees said, “Aye” with exception with Trustee Ramos who said “Nay”, B7 was adopted.

**ACTION ON B8**
Appropriating all credit funds receivable for the Federal Pell Grant program of the City College Financial Aid Program for the Fiscal Year 2001-2002.

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

At the call of the question, all the Trustees said, “Aye”, B8 was adopted.

**ACTION ON B9**

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

At the call of the question, all the Trustees said, “Aye” B9 was adopted.

**ACTION ON B10**
Appropriating $550,457 for the Federal Work-Study Program of the City College Student Financial Aid Program, Fiscal year 2001-2002

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

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

**ACTION ON B11**
Appropriating $420,000 for the Cal Grant Program of the City College Financial Aid Program for the Fiscal Year 2001-2002.

President Berg called for a motion. Trustee Carter 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” B11 was adopted.

**ACTION ON B12**  

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

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

**ACTION ON B13**  
Appropriating all Non-Credit funds receivable for the Federal Pell Grant Program of the S.F. Community College Campuses Financial Aid Program, Fiscal Year 2001-2002.

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

At the call of the question, all the Trustees said, “Aye” B13 was adopted.

**Action on B14**  

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

At the call of the question, all the Trustees said “Aye”, B14 was adopted.

**ACTION ON B15**  

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

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

**ACTION ON B16**  
Appropriating $4,000 for the Cal Grant Program of the S.F> Community College Campuses Financial Aid Program for the Fiscal Year 2001-2002 (Non-Credit)

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

At the call of the question, all the Trustees said, “Aye” B16 was adopted.

**ACTION ON B17**  
Authorization to Transfer Federal College Work-Study funds into Federal Supplemental Opportunity Grant funds.

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

At the call of the question, all the Trustees said, “Aye” B17 was adopted.

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
**ACTION ON B18**
Authorization be given to appropriate all funds receivable from the California Department of Education for ESL Civics for the period of February 1, 2001 to January 31, 2002 for a total not to exceed $178,730.

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

Trustee Grier asked if someone could give an explanation regarding Resolution No. 010531-B18.

Gary Tom, Dean of Alemany Campus gave a brief overview of the resolution.

Trustee Ramos asked how the funds would be allocated with the five campuses, which were listed.

Dean Tom stated that the money would be allocated to a group of teachers from each of the campuses, and they, in turn, would be paid to develop curriculum for all of the ESL programs for the District.

Trustee Ramos asked if the teachers come up and provide a proposal with the project or are the teachers already in existence of a program.

Dean Tom stated that the groups of teachers from each of the campuses volunteer for the project and in turn get paid.

Trustee Ramos asked if the liaison is under a one-year contract.

Dean Tom stated that a person has not been selected. The liaison person can be a liaison for each of the campuses. He also stated that right not it is a one-year contract project but the District is optimistic because the total amount has tripled, so the District is expecting a second and third year.

Trustee Ramos asked if there is a job description for the liaison at this point.

Dean Tom stated that the District is currently still developing components for this project.

Trustee Ramos asked when the liaison hiring takes place.

Dean Tom stated that at this point the District has not developed components for this position.

Trustee Ramos stated that he would like Dean Tom to come back to the Board when the process is further along.

Chancellor Day stated that Dean Tom will provide him with a memo when he gets to that stage of the process of hiring a liaison.

At the call of the question, all the Trustees said, “Aye” B18 was adopted.

**ACTION ON B19**
Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California Community Colleges Chancellor's Office, under the Foster & Kinship Care Education Program, for the fiscal year 2001-2002. Funding not to exceed to $89,794.

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” B19 was adopted.

**ACTION ON B20**

Authorization be hereby given to enter into an agreement with Young Community Developers to employ five CALWORKS students at $10.00/hr. for the period of June 1, 2001 through June 20, 2001, in the amount not to exceed $3200

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

Trustee Ramos asked if someone could define CALWORKS.

Bernice Brown, Dean of CalWorks Education and Training, gave a brief overview of the CalWorks program, and also explained that the State distributes money throughout the country to assist families financially.

Trustee Ramos asked if the CalWorks program is a large program.

Dean Brown stated that currently there are about 500 plus active students enrolled in the program.

Trustee Ramos asked if she could explain the computer loan program.

Dean Brown stated that the CalWorks department purchased four laptops for Counselors. She also stated that since floating Counselors were not the best way to provide counseling services, she made the laptops available for students and faculty to use.

Trustee Grier asked why only five students appeared to be on this contract for summer employment.

Dean Brown stated that when the District developed all the campus work-study provisions, the District developed them with a specific company. This company determines how many students can they employ or willing to employ.

Trustee Marks asked what kind of experience are these five students going to get in three weeks that will lead them to have marketable skills.

Dean Brown stated that they are likely to be hired for an additional semester because the District works on a fiscal calendar year and the District can not commit beyond this June 30th.

Trustee Carter stated that he would like to clarify that Young Community Developers work both in job training, in clerical work, construction work, and for a number and host of other activities within the SouthEast sector. He also stated that he would like to know at some point who these five individuals were and in what capacity was the District able to help facilitate their employment over summer and what ultimately happens after that point.

At the call of the question, all the Trustees said, “Aye” B20 was adopted.

**ACTION ON B21**

Authorization be hereby given to enter into an agreement with START TO FINISH FILES to employ (1) CALWORKS students for the period of May 28, 2001 through June 30, 2001. (2) Students to be paid wages of $12.00 per hour (75% of which will be provided by CalWORK(S) and the total amount of this contract not to exceed $900

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

At the call of the question, all the Trustees said, “Aye” B21 was adopted.

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
**ACTION ON B22**  
Authorization to modify existing Grants totaling $189,862

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

At the call of the question, all the Trustees said, “Aye” B22 was adopted.

**ACTION ON B23**  
Authorization hereby be given 1) to contract with the San Francisco International Airport for providing consultation services in implementing phase two of the international terminal activation plan for a total of $100,000, and 2) to contract with Sue Dyer for providing the special services to the airport at a cost not to exceed $91,000, for the period of July 1, 2001 to June 30, 2002

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

Trustee Ramos asked if someone could explain Sue Dyer’s position with the District.

Judy Teng, Dean of Contract Education and Community Services stated that Ms. Dyer is a consultant and this is an extension of a prior contract. She also stated the project that Ms. Dyer would be working on would have nothing to do with the first contract.

Trustee Ramos asked what Ms. Dyer would be doing for the District.

Dean Teng stated that she would be providing assistance regarding the expansion of terminals.

At the call of the question, all the Trustees said, “Aye” B23 was adopted.

**ACTION ON B24**  
Authorization hereby be given to contract with SYA Group, Inc. for developing the computer-based modules and web-training program for the emergency respond plan for a cost not to exceed $80,000, for the period of June 1, 2001 to December 31, 2001

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” B24 was adopted.

**ACTION ON B25**  
Authorization is hereby given to (1) submit a renewal application for funds and (2) appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges, Office of Economic Development for a grant to continue The San Francisco Center for Applied Competitive Technology, for the period July 1, 2001 to June 30, 2002 for a total not to exceed $178,875

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

At the call of the question, all the Trustees said, “Aye” B25 was adopted.

**ACTION ON B26**  
Authorization be hereby given to (1) to submit a renewal application for funds and (2) appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges for a grant to continue The Tech Prep Partnership, for the period July 1, 2001 to June 30, 2002 for a total not to exceed $71,000
President Berg called for a motion. Trustee Marks moved the resolution, Trustee Grier seconded the motion.

At the call of the question, all the Trustees said, “Aye” B26 was adopted.

**ACTION ON B27**
Authorization be given to submit an application and appropriate all funds receivable upon approval from the Mayor’s Office of Community Development related to the grant Consulting Services for the period of July 1, 2001, to June 30, 2002, in the amount not to exceed $65,000

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

Trustee Marks asked if a proposal has been submitted.

Dr. Robert Gabriner, Director of Research, Planning, and Grants, stated that the District is using the standard language so it would not be necessary to come back to the Board for approval.

At the call of the question, all the Trustees said, “Aye” B27 was adopted.

**ACTION ON B28**
Authorization be hereby given for a building modification of the Louise and Claude Rosenberg, Jr. Library and Learning Resource Center Building in order that a Donors Wall be installed on the 4th Floor of the Madeleine H. Russell Atrium at a cost not to exceed $11,000. This will be paid by the Columbia Foundation Funds. Authorization be given to contract with Thomas Swan Sign Co., Inc.,

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

President Berg stated that she commends the concept of a donors wall to be installed in the Louise and Claude Rosenberg, Jr. Library and Learning Resource center.

At the call of the question, all the Trustees said, “Aye” B28 was adopted.

**ACTION ON B29**
Authorization be hereby given for approval to contract with Norena Badway, to provide special services for the City College of San Francisco for the time period of June 1, 2001, through June 30, 2001, in the amount not to exceed $18,000

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

Trustee Ramos asked if this consultant was a professor at U.C. Berkeley.

Dr. Robert Gabriner stated that she is not a professor at U.C. Berkeley. He also stated she is the Executive Director of the Community College Cooperative.

Trustee Ramos asked what type of service would she provide to the District.

Dr. Gabriner listed an array of different objectives she will be providing to the District. He stated that Dr. Norena Badway has done an extensive amount of curriculum development work and integrating Academic and Vocational curriculum together. He also stated that she has worked with the Teacher’s College Community College Institute, which studies occupational and vocational program of Community Colleges around the country.

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Ramos asked how did this particular consultant come to the attention of the District.

Dr. Gabriner stated that it was through him. He also stated that he felt that part of his job to be able to scan the horizon to know where there are good people that the District could bring in if they were needed.

Trustee Ramos asked how did Dr. Gabriner become aware of the consultant.

Dr. Gabriner stated that he knows the bulk of her published work as well as the fact that she had done a series of workshops for the District for various program in the ESL department, Evans campus as well as the Calworks program.

Trustee Marks asked how can the Board become better informed about the institutional policies on deciding to use consultants versus using inside staff. He also asked if there were any institutional policy that says consultants are to be used only at a certain time.

Trustee Marks stated that he would like to request a meeting in the near future that the Board could actually have an item on the agenda were this topic could be discussed.

Chancellor Day stated that there is a rigorous assessment that is done internally to make a determination, particularly on something as highly technical as this. He stated that the assessment in-house is done before the District decides to hire consultants.

Trustee Ramos stated that in early January of this year the issue of consultants did come up from our accountants regarding the status of consultants and the IRS Guidelines to determine whether a consultant was an employee. He asked if there was a commitment that was made orally at that point in time that there would be follow-up guidelines distributed throughout the college.

Counsel Lee stated that the District has talked periodically regarding the status of consultants. He also stated that the IRS guidelines, the District is satisfied that those are followed and adhered to.

Chancellor Day stated that he would like to have a special workshop that would discuss and highlight concerns regarding consultants.

VCFA Goldstein stated that the District is hiring a contract compliance officer in the office of Administrative Services this coming fiscal year and one of their responsibilities would be to watch to make sure that the District is not violating any IRS guidelines. He also stated that ninety percent of the District's General Fund Expenditures go to salaries and benefits. He stated that the remaining ten percent has to pay for the lease costs, utilities, insurance, materials and supplies, and equipment.

At the call of the question, all the Trustees said, “Aye” B29 was adopted.

**ACTION ON B30**
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” B30 was adopted.

**RECESS at 7:45pm**

**ACTION ON F1**
Non-Academic Administrative Sabbatical Leave-Fall 2001 Resignation Reassignment to Faculty Position.

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

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Ramos asked for a brief overview regarding Resolution No. 010531-F1

VCFA Goldstein stated that the Board approves the change in the District’s Administrative Organization. The District is currently advertising for an Associate Vice Chancellor for Facilities Planning and Management. He stated that when that position is filled, it would be our lead position for all matters related to physical plant. He also stated that reporting to that position would be the lead personnel for maintaining our buildings. He stated the two administrative positions that formerly existed, Associate Director would no longer be in the structure. He also stated that there would be only one higher level Administrative position.

Trustee Ramos stated that he was concerned about the hiring process that the District had regarding a Non Academic Administrative position going on sabbatical leave and going back to an Academic position.

President Berg stated that it has been her experience that when somebody moved from administrative ranks and back to the classroom that they are granted a sabbatical leave.

Trustee Ramos asked if Chuck Collins has resigned from his Non Academic Administrative position.

Mr. Collins stated that he found himself in this position as a result of reorganization. He also stated he has not tendered his resignation and was offered the opportunity to take a sabbatical by the Chancellor.

Trustee Ramos stated that he would like to vote against accepting this resolution based on Mr. Collins statement that he has not tendered a resignation.

Trustee Rodis stated that part of the problem is that a lot of discussion that occurred regarding the restructure occurred with the previous Board. He also stated that the best thing to do is to table this resolution in order to allow an opportunity for discussion.

President Berg called for a motion. Trustee Rodis moved to table this resolution, Trustee Ramos seconded the motion. At the call of the question, all the Trustees said, “Aye” F1 was tabled until adequate information is provided.

**ACTION ON F2**
Resignation with the Intent to Retire Non-Educational Academic Administrator

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

President Berg commended Vester Flanagan for all of his efforts and congratulated him on his retirement.

Mr. Vester Flanagan, Director of Operations, thanked the Board and prior Board’s for all of their support.

At the call of the question, all the Trustees said, “Aye” F2 was adopted.

**ACTION ON F3**
Appointment Educational Administrator

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

At the call of the question, all the Trustees said, “Aye” F3 was adopted.
**ACTION ON F4**
Appointment of an Educational Administrator

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

Trustee Marks asked if Associated Students would like to comment regarding the selection process for this Educational Administrator.

Lorena Navas-O’Brien, Member of Associated Students stated that she felt that many candidates were lost in the pool but continued to stated that the students were content with the selection.

Raymond Smith, Member of Associated Students thanked Chancellor Day and the Board of Trustees for all of their efforts. He also stated that the ASU is delighted with the process and the selection.

Chancellor Day explained the hiring process and how the Associated Students were involved.

Trustee Hines stated how pleased she was that students had the opportunity to give their opinions about the selection process.

Alma Soto, President of the Associate Students, expressed her opinions regarding the finalists. She stated that Associated Students were appalled regarding that there were only three finalists. She also stated that the Associated Students felt that more people from the community might have participated at that level. She also thanked the Chancellor for all of his support and efforts in having the ASU involved in the selection process.

Trustee Grier stated that she would like to see the hiring process for this position to involve students.

Chancellor Day stated that there isn’t a role for students to play in the hiring of Administrators, regardless of who they are, unless the Board makes an exception.

Ophelia Clark, President for the Academic Senate stated that there is an administrative hiring document agreement in place and if the District wanted to change the rules then the District needed to discuss it. She stated that the agreement regarding this position was that the Academic Senate would allow a onetime exception.

At the call of the question, all the Trustees said, “Aye” F4 was adopted.

**ACTION ON S1**
Approval of a proclamation for Dr. Kunihiko Ukifune

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

President Berg thanked Mr. Ukifune and commended him for all of his efforts by presenting him with a certification of Appreciation.

At the call of the question, all the Trustees said, “Aye” F3 was adopted.

**ACTION ON S2**
Adoption of Small Local Business Enterprises (SLBE) Program In Place of the Minority/Woman Business Enterprises Program

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

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
VCFA Goldstein suggested that Resolution No. 010531-S2 should be tabled because staff has not had an opportunity to talk with our consultants. He encouraged any questions or comment from the Board either through e-mail or through the Chancellor between now and the next meeting so that the District can make sure that all of the Board’s concerns is addressed in the final version.

President Berg call for a motion to table resolution No. 010531-S2. Trustee Wong moved to table Resolution No. 010531-S2, Trustee Rodis seconded the motion. At the call of the question, all the Trustees said, “Aye” S2 was tabled until next Board meeting.

IX. Report from Academic Senate

Ophelia Clark, President of the Academic Senate introduced Madeline Mueller who highlighted different Music department activities. She also encouraged everyone to participate in the festivities.

President Clark introduced all the elected officers from the Academic Senate. She also gave a brief overview on what the Academic Senate is currently involved in.

Allan Fisher, President of AFT 2121, gave a brief overview on what AFT 2121 is currently working on. He highlighted discussions regarding negotiations over salary column movement and initial placement based on Academic units beyond a masters degree. He also stated that another concern was for new hires paying an $80.00 fee for fingerprinting and background check, which is a State mandated exercise.

X. Report from Associated Students

Alma Soto, President of the Associated Students, thanked the Board, Chancellor and Dean of Student Affairs for all of their support.

President Soto gave a brief overview on what the Academic Senate is currently involved in. She highlighted many concerns that the Associated Students council had with the Associated Students elections. She stated that the Associated Students council would like a written apology from the Board stating that they would never interfere with student elections.

Trustee Ramos stated that he did not recall a particular Board resolution or action authorizing a change in the election process.

President Soto stated that there was no resolution, it was just done at the request of President Berg to get ballot boxes put at the other campuses two Board meetings ago.

Trustee Rodis stated that in his ten years he has been on this Board, this was the first time that the Associated Students are only representing Ocean Avenue campus. He also stated that he believes that the action or suggestion from President Berg was based on the assumption that the Associated Students represented all the students.

Student Trustee Hines stated that President Soto did state that she would send the election packets to all the campuses and instead the ballot boxes were sent. She stated that there was a lack of communication on this issue.

President Berg stated that if Associated Students is asking for some sort of formal statement it would be difficult to do because it is not publicly noticed. She also stated that in past practices with the Associated Students, she assumed that the Associated Students represented all the campuses.

Trustee Ramos stated that he would like to apologize in the way that the student election process was conducted.
Lorena Navas- O'Brien, Vice President of Cultural Affairs, gave a brief overview regarding what Cultural Affairs have been involved in. She also hopes that continued support will be provided for the Hermanas Mentorship program, and for more Latino programs, services and classes.

**XI. Report from the Classified Senate**

Alice Shavarts, President of Classified Senate gave a brief overview on what Classified Senate is currently involved in. She highlighted many issues that deal with the Statewide Classified Senate.

**XII. Request to speak**

Theresa Thompson, Community member expressed her concerns about Resolution No. 010531-S2.

Valerie Tulier, Member from the Latino Steering Committee, recommended that the first fifteen minutes should be dedicated to public speaking because it is disrespectful to community members.

Ms. Tulier stated that she wanted to encourage the Board to honor the position that they hold in terms of constructing the Mission Campus. She also stated that she understands that there is a movement by a preservationist group, but she hopes that the Board will take into consideration the community members who would like to see this campus built.

Edna James, Member of OMI-CAO, expressed her concerns about the Bond Initiative.

Raymond Smith, Associated Executive Board members, expressed that he would like the Board to invite the Executive Board representatives in order for them to speak of concerns that involve the student population. He also congratulated Ophelia Clark for being re-elected as President of Academic Senate. He highlighted the elections held at other campuses and suggested that the Board should pass a resolution mandating a comprehensive review of the policies and procedures of the Ocean Avenue campus Associated Student Council.

Sheila Hernandez, Community member, expressed her concerns about having more Latino Services at City College of San Francisco. She stated how she benefited from the Latino Services Center and hopes that others could benefit from other Latino Retention programs which should be considered at City College of San Francisco.

Christine Gaddi, Community member, expressed her concerns about having more retention programs at City College of San Francisco. She also stated many concerns about the District’s fiscal budget.

Edissa Nicolas, Associated Students Council member, expressed her concerns about having more Latino retention programs at City College of San Francisco.

**XIII. Board of Trustees’ Report**

Trustee Grier thanked Alma Soto for her leadership and her services as the Associated Students Council President. She also requested a list of activities from President Soto. She also thanked Lorena Navas-O’Brien for her comments and requested a list of Latino program that used to be in place at the District.

Trustee Wong highlighted aspects of the Finance Committee Budget workshop. He stated that it was very comprehensive and well presented workshop for the Board members and the public. He also encouraged that the Budget workshop tape should be distributed to all the Board members. He stated that the District needs to continue to make that commitment to the Latino community by providing Latino Services available.

Trustee Ramos gave a brief overview of some of his activities that he has been involved with. He highlighted that he was fortunate enough to be on one of the top Spanish language radio stations to discuss general topics regarding City College of San Francisco.

*Transcript is in the office of the Vice Chancellor of Finance and Administration for review.*
Student Trustee Hines congratulated all the presidents and senators that were re-elected. She also congratulated Vester Flanagan on his retirement. She stated that the A.S. Executive Board would like to have a budget to represent all the students of the District.

President Berg stated that all the students who spoke tonight that their positions were well taken. She stated that the District would be vigilant as to the needs and the progress of the Latino students.

Ann Clark, City College of San Francisco Faculty member, gave the Board a take home quiz regarding introducing college life.

**XIV. Closed Session Announcements**

None at this time

**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.

**XVI. 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 at 10:45 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