MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
January 24, 2002
City College of San Francisco
1800 Oakdale Avenue
SOUTH EAST CAMPUS

I.  Open Session:

Call to Order:  President Berg called the meeting to order at 6:10 P.M.

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

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

Absent: None at this time

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 Marks stated a few modifications that he would like to see reflected in the December Regular Meeting minutes. He stated that modifications on Resolution No. 011220-B11 be made to reflect that he did vote against that resolution. He also stated that he asked for an accounting of the $150,000 insofar as the preservation-related activities of the Mission Campus were concerned.

Trustee Rodis stated that he would like to see reflected in the December Regular meeting minutes that he mentioned he would like to assist the Filipino Immigrants that are working at the San Francisco Int’l airport.

President Berg thanked the Vice Chancellor of Finance and Administration Office for distributing the amended November minutes to the Board.

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

IV.  Election of Officers of the Board

President Berg stated that traditionally at the January Board meeting, the current Board President entertains a motion or motions from other members of the Board for positions of President and Vice President of the Community College District Board for the coming year.

Trustee Wong nominated Trustee Rodis as President and briefly stated a few words about why Trustee Rodis should be elected as the next Board President.
Trustee Carter seconded the motion and stated a few words about Trustee Rodis.

At the call of the vote, all Trustees said, “Aye”. Trustee Rodis was elected as the new Board President.

Trustee Berg nominated Trustee Carter as Vice President of the Board and briefly stated a few words about why Trustee Carter should be elected as the next Vice President of the Board.

Trustee Wong seconded the motion and stated a few words about Trustee Carter.

At the call of the vote, all Trustees said, “Aye”. Trustee Carter was elected as the new Board Vice President.

All the Board members stated a few words about the efforts that Trustee Berg has put forward for the District as President of the Board and thanked her for all of her efforts.

Trustee Carter thanked his colleagues and looked forward to a productive year. He stated that he hopes the District could work as a unit and that more outreach is made to various communities.

V. Adoption of the Resolutions Agenda
Counsel Lee referred to the handout titled, “Additions and Modifications”, detailing changes in the agenda. He stated that B2 and S3 had typographical errors and stated the modifications. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

President Rodis called for a motion. Trustee Wong moved adoption of the Resolutions Agenda. Trustee Berg 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 Berg moved to adopt resolutions B1-B11 as consent calendar items, with the exception of B3, B5, B7, B8, and B10. Trustee Carter, seconded the motion. At the call of the vote, all Trustees said, “Aye”. The B resolutions were adopted.

Trustee Berg moved to adopt resolutions C1-2, with the exception of C2 as consent calendar items, Trustee Wong seconded the motion. At the call of the vote, all Trustees said, “Aye”. C1 was adopted.

Trustee Berg moved to adopt resolutions G1-N1 as consent calendar items, Trustee Wong, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The G-N resolutions were adopted.

Special Presentation
Veronica Hunnicutt, Dean of the South East campus, gave a brief update on the status of the South East Campus. She also highlighted various events that are occurring at the South East Campus.

Rosalyn Dentley, President of Associated Students at the South East campus gave a brief overview regarding the peer-mentoring program that is occurring at South East campus. She also voiced some concerns about many issues, such as childcare assistance, overpopulated classes and program assistance at South East campus.

Trustee Grier asked Ms. Dentley to provide a list of her concerns regarding the South East campus and to work with administrative staff to rectify the situations.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day stated that he would worked with Frances Lee, Vice Chancellor of Academic Affairs, Don Griffin, Vice Chancellor for Student Affairs, Veronica Hunnicutt, Dean of the South East Campus and the AS of South East to resolve these issues.

Trustee Marks stated that he met with many students prior to tonight’s Board meeting and heard various suggestions. He suggested a prioritized list be made of the various problems, so the Board could hear from the people who are most directly affected and try to come up with solutions.

Trustee Berg urged Administration to research the situation regarding the classes and the enrollment at South East and to find resources to rectify the situation.

Trustee Wong suggested that a forum should be formed to direct staff to address matters and find resolutions to the issues. He would like the Chancellor to report back to the Board regarding the status of the forum.

Dean Hunnicutt expressed her concerns about how the ESL program at the South East campus has no space to conduct classes.

Chancellor Day expressed what he has been trying to do to rectify the situation with the ESL program.

Presidet Rodis stated that the Board would direct the Chancellor to look into the matters that were raised and give a status report back to the Board at the next meeting.

Don Griffin, Vice Chancellor of Student Development gave a brief overview of enrollment. He stated that the District has reached our enrollment cap. He also gave a brief explanation upon how and why enrollment increased.

President Rodis asked if on the first page, period six refers to September 11th is this by coincidence, or is there a significance to the fact of what happened on September 11th? He also asked if it is significant, how was it that last year in the fall of 2000, there was a similar equivalent dip on September 11th as there was in 2001.

VCSD Griffin stated that he couldn’t explain that anomaly, but in terms of this specific Fall 2001, the District lost a day of instruction because of the terrorist attacks. He stated that the District gets back in terms of State funding. He also stated that what the District does is provide prorated numbers.

Trustee Berg asked why was there such a major dip in period eleven.

VCSD Griffin stated that in period eleven the District had one day less in terms of counting the PARS on that period.

Chancellor Day stated that there seems to be a consistent dip at that time in each one of the four years of comparison.

VCFA Goldstein stated that it was probably due to holidays.

Trustee Ramos asked if there were 192 students that have increased enrollment from the prior year on the credit side.

VCSD Griffin apologized and stated that it should have stated 192 FTES, and that one FTES is equivalent to 525 hours of student attendance. He explained that if you looked at the figures it would be 192 times 525, which would give the number of hours. He continued to highlight various aspects of the report for a deeper understanding about the report.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Ramos asked if the District has found anything that is outstanding with regards to where the student enrollment has picked up.

VCSD Griffin stated that the District has seventy five percent of its noncredit program in ESL, which has picked up significantly. He also stated that the District could see that in both the Chinatown/North Beach Campus, as well as the Mission Campus, and other campuses we have a smaller percent of ESL programs.

Trustee Ramos asked if this increase in enrollment from the figures that were provided translated to approximately $920,000 in increased revenue for the District.

VCSD Griffin stated that the increase that he was mentioning is for one semester and in terms of two semesters the figure would have to be doubled.

Trustee Marks asked why the numbers are the way they were and how the college is influenced.

VFSD Griffin stated that he would prepare an analysis for the Board review to illustrate the numbers.

Chancellor Day explained that the enrollment results are due to the economy and the outreach that was conducted.

Chancellor Day welcomed and introduced Kristin Hershbell, Associated Dean for Grants, and Resource Development.

VII. Monthly Financial Report
CFO Kendrix gave the monthly financial report as of January 11, 2002 (FY2002). He stated the College's spending to date and projected spending for the year is within budget. With 53.85% of the fiscal year completed, the College has expended and encumbered 55.44% of the approved operating budget. He also stated that the District is projecting that when the fiscal year is completed, the College will have spent 98.36% of the approved operating budget.

CFO Kendrix stated that current revenues have been increased by approximately $1.1 million to reflect higher enrollment growth achieved this semester. He stated that the District is projecting that when the fiscal year is completed the College will have received a total of $152,190,616 in total revenue, which is about equal to the Annual Budget. He also stated that this includes about $1.9 million in funding specifically designated for improvement of part-time faculty salaries and the salary improvements have been negotiated through collective bargaining.

CFO Kendrix stated that based on the information known to date, we are projecting that the College's Unreserved Undesignated Balance could be $2,667,493. He stated that the increase is directly related to enrollment growth achieved this semester and maintaining costs within budgeted levels.

CFO Kendrix explained that as a result of enrollment growth and with the continued prudent management of the budget it appears that we will be able to increase the Board designated reserve with savings that will accrue. He stated that this would be consistent with creating a buffer against state cuts in fiscal year 2003. He expressed that 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 $550,000 from the previous year.

VIII. Action on other Resolutions Agenda Items

ACTION ON B1
Reviewing and Accepting the 2000-01 Annual Audit

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Wong moved the resolution, Trustee Berg seconded the motion.

VCFA Goldstein introduced Audit team member Heidi White, of Vavrinek, Trine, Day & Associates, who gave an overview regarding the audit report. She highlighted a few aspects of the audit report and stated some of the internal findings. He also mentioned that there was a prior Board meeting hosted by the Finance Committee that reviewed the audit report in detail.

Trustee Wong stated that there was a prior Special Board meeting hosted by the Finance Committee and that there were extensive discussions with Board members about the audit report at the finance meeting.

Trustee Berg commended the audit team for their efforts and stated Ms. White gave an excellent report.

Trustee Ramos asked various questions about internal audit functions and Ms. White’s findings with respect to internal audit functions and what she found presently within the District.

Ms. White stated that one of the things that Vavrienk Trine & Day looks at in recommending an internal audit function is the size and complexity of the District. This past year the District has hired a compliance officer who is looking specifically at contracts and construction bids. She stated that even though it is not considered an internal audit function, it is a very important part of internal controls in the accounting office.

Trustee Ramos asked if regular internal audits are currently being implemented within the region’s college Districts.

Ms. White stated that some of the Districts in the local area have internal auditors and named a few.

Trustee Ramos asked about the scope of those internal audits to help him understand the internal audit function.

Ms. White stated that it varies between Districts where we have the internal audit function. She stated that generally various Districts work on various project throughout the year and gave examples.

Trustee Ramos asked is there a generally accepted practice with regards to internal audits.

Ms. White stated that there is guidance and guidelines. She stated that there is an actual internal auditors Association that provides additional information. She also stated that even for Districts that do not have this specific position, she knows that the Community College Internal auditors Association provides guidance where District personnel can provide some of the internal audit function without having a specified internal auditor.

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

BREAK – RESUME at 7:55pm

ACTION ON B2
Stewart Barnes LLP – Washington-based Government and Public Affairs Firm

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

Trustee Ramos asked why the District was switching to a Washington-based government relations firm.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
Chancellor Day gave a brief explanation why the District would no longer use Cassidy & Associates services. He stated that they were expensive and the original team, which the District started with eventually left the firm and the District couldn't get the level of assistance needed. He highlighted various aspects how the District would be able to get better quality and cheaper services with the new company.

Trustee Ramos asked if the District has exhausted the full amount the Board approved for Cassidy & Associates contract.

Chancellor Day stated that they were only in their first year of a two-year contract with them.

Trustee Ramos asked if it was a retainer basis or an hourly basis.

Chancellor Day stated that it was on a retainer basis not an hourly basis.

Trustee Ramos asked what does the Chancellor feel is the appropriate level of return on the District's investment.

Chancellor Day stated that at the very least, he thinks a 10 to 1 return is realistic, a bare minimum. He stated that when Stewart Barnes helped tweak some members of Congress who are on the appropriations committee they increased Pell grants to go from $3700 per student to $4000 per student, and appropriate the dollars available to make sure that every student who is eligible for Pell Grant gets the full amount. He also highlighted various aspects why Stewart Barnes would be a great asset to the District.

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

ACTION ON B3
Authorization be hereby given to contract with: Inspection Services, Inc.; RES Engineers, Inc.; Testing Engineers, Inc.; Applied Materials & Engineering, Inc.; MWH – Montgomery Watson Harza; CTS; Schonberg/Consolidated (back-up); Coverall Engineering & Co., Inc. (back-up) for Special Inspection & Testing services to the District for the 1997 Proposition A Local General Obligation Bond, the State’s Scheduled Maintenance Program, the State’s Hazardous Substance Abatement Program, and as well as special Grant programs funded projects, as they become available for each individual/firm, for up to three years

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

Trustee Berg asked if someone could explain the resolution.

VCFA Goldstein introduced David Liggett, Director of Facilities and Planning who gave a brief overview of the resolution.

Trustee Berg asked if the six firms that were assigned work are going to be given the same amount of work.

Mr. Liggett stated that all six firms that were assigned work are going to be given the same amount of work.

Student Trustee Hines asked what is the amount that is going to be paid out.

Mr. Liggett stated that each of the six contracts is expected not to exceed $167,000 over a three-year period.
Trustee Grier asked if all six firms have been chosen and if yes is the $167,000 over a three-year period and were the contracts were they discussed with Mason Tillman Associates.

Mr. Liggett stated that the District has a contract compliance officer, Norma Nelson, who couldn’t be here tonight who has reviewed the contracts with Mason Tillman Associates.

Chancellor Day explained that once the District hired a contract compliance officer, Mason Tillman Associates objectives to the District would be modified to reduce the cost of services.

Mr. Liggett announced that there would be an SLBE program open house for outreach purposes. He stated the information and hopes that everyone who would like to participate will come.

Vice President Carter stated that he would like Mr. Liggett to clarify what the SLBE program meeting is for.

Mr. Liggett explained that the SLBE open house is an opportunity for contractors to understand the process and protocol of the SLBE program. He stated that it would also give contractors a chance to bid on upcoming work with the upcoming bond.

Vice President Carter stated that he would like a report on who attended the SLBE open house.

Counsel Lee wanted the record to reflect a modification to the resolution. He stated that the resolution should be modified so that the amount of $167,000 over a three-year period is under the recommendation for Board approval.

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

**ACTION ON B5**

Authorization be hereby given to contract with Blomquist Consultancy, LLC for special services and advice to provide the District with Project Planning Management Services For The 2001 Proposition “A” Bond Capital Improvement Program for a six (6) month period from January 25, 2002 thru June 30, 2002 for total fee not to exceed $75,000, with an option for an additional six months at the same cost.

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

Trustee Grier asked for clarification on the process, used to select Blomquist consultancy to provide their assistance.

VCFA Goldstein gave a brief overview of Blomquist Consultancy’s services. He explained that due to the lack of hiring an Associated Vice Chancellor for Facilities & Planning and not continuing with DPW, Blomquist could provide services until someone is hired for the Associated Vice Chancellor for Facilities & Planning position.

Trustee Berg stated that Mr. Blomquist has done pro bono work with the District in the past and he is familiar with our projects.

Trustee Marks asked if the search for the Associate Vice Chancellor for Facilities & Planning is continuing.

VCFA Goldstein explained the District needs to reevaluate its criteria and take a look at the job.

Trustee Marks asked if the payment reflected the skills.

Chancellor Day stated that it if fringe benefits were included it would sum up to the amount shown.
Trustee Marks suggested taking out the option for an additional six months in the resolution.

Chancellor Day explained that the District has gone through lengthy interviews with Mr. Blomquist and agreed with him to have the six-month option.

Trustee Berg stated that the District should not amend the resolution to take out the option for an additional six months. She also stated that it is hard to get a consultant and if he wants that six-month buffer we should authorize it.

Trustee Wong stated that we should support our administrators if they feel strongly about the option.

President Rodis called for a motion to amend the resolution. Trustee Marks moved the amendment, Trustee Ramos seconded the motion. The roll call vote to amend the resolution was as follows:

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<tr>
<th>Trustee</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Berg</td>
<td>Nay</td>
</tr>
<tr>
<td>Marks</td>
<td>Aye</td>
</tr>
<tr>
<td>Wong</td>
<td>Nay</td>
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<tr>
<td>Carter</td>
<td>Nay</td>
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<tr>
<td>Ramos</td>
<td>Aye</td>
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<tr>
<td>Student Trustee Hines</td>
<td>Nay</td>
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<tr>
<td>Grier</td>
<td>Aye</td>
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<tr>
<td>Rodis</td>
<td>Nay</td>
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The amendment failed.

At the call of the question, all the Trustees said, “Aye”, except for Trustee Ramos who said, “Nay” B5 was adopted unamended.

**ACTION ON B7**

Authorization be hereby given to conduct excursions to Madrid, Spain for Spring 2003, and to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students

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

Trustee Wong asked if there was any record of students who were taking advantage of the study abroad programs. He also asked if there was a way to increase scholarships with Accent International and how many students can have this opportunity.

Joann Low, Dean of the Chinatown/NorthBeach Campus stated that ACCENT international is offering a $1000 scholarship for the Madrid program and for the Paris, Florence, and London programs. She stated that there is $4000 in scholarships that ACCENT is offering us each year.

Chancellor Day stated that there was an increase of the Pell grant award. He also stated that the Financial Aid office has provided assistance to the students who want to participate.

Dean Low passed out a chart that shows the number of students who have applied for financial aid over the years for the program.

Trustee Wong asked when ACCENT International would be increasing the scholarships.

Chancellor Day stated that he would take that on as a personal responsibility and talk with them.

At the call of the question, all the Trustees said, “Aye”, B7 was adopted.

**ACTION ON B8**

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Authorization is hereby given to enter into an agreement with Yosemite Community College District in which City College of San Francisco agrees to conduct up to 1100 course units of college credit courses needed for licensing child care personnel. Each student shall receive $60 per course including reimbursement for books for courses taken during the period of August 20, 2001 through July 31, 2002. Total funding is not to exceed $27,500. The money from the State has just been released

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

Trustee Ramos asked if the effective period on the application from August 20, 2001 through July 31, 2002 is correct.

Sandra Handler, Dean of Behavioral and Social Sciences, stated that it correct.

Trustee Ramos asked if this means that students who took classes from August 20th until completion are eligible to receive reimbursement based on classes that they have already taken.

Dean Handler stated that it takes a couple of months to go through all the records and make sure that they're accurate because the students have to complete the course successfully. She stated that they should be getting reimbursements in February.

Trustee Ramos asked how many students are affected.

Dean Handler stated that it depends on the semester.

Trustee Ramos asked if Yosemite Community College is administering the grant.

Dean Handler stated that the Yosemite Community College is administering the grant for these funds.

Trustee Ramos asked how are students notified.

Dean Handler stated that they are notified by posters in classes and other various outreach efforts.

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

ACTION ON B10
Authorization be hereby given for approval to contract with Graham Charles, to provide special services for the Bio-Link Center at City College of San Francisco for the time period of February 1, 2002 through May 31, 2002, in the amount not to exceed $19,963

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

Trustee Grier asked if someone could explain the resolution.

Bob Gabriner, Dean of Research, Planning & Grants, Introduced Kristin Hershbell and she gave an overview of the resolution. She stated that preparatory courses would be a great for entry to the biotech industry.

Trustee Grier stated that it was her understanding that from a prior presentation from Dr. Johnson there was discussion about having Bio-Link classes and opportunities for people in this community.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
Dean Hunnincutt stated that the District placed students into a class and found out that they did not have the math background or the science background to take the course. She stated since many students have the motivation and desire the South East campus is trying to provide them with basic foundation courses.

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

**ACTION ON C2**
**Procurement of equipment, supplies, services, etc., $3,000 or more**

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

Trustee Ramos questioned an entry that dealt with KCBS-AM Radio. He highlighted a couple of points regarding how the District should have a separate procurement chart for public information. He suggested that following up with a separate procurement chart would show the District’s efforts to communicate with non-English communities.

Trustee Wong stated that he would like to see a report from the Public Relations Department to see how much is being spent for outreach services. He also agreed with Trustee Ramos and stated that a separate procurement chart would enable the District to recognize ethnic communities.

President Rodis stated that he would like a special report at the March meeting regarding the media and public relations services, that are being provided.

Trustee Wong stated that a comprehensive report from the public relations office would help the Board understand what outreach services have been provided to make City College of San Francisco more visible.

Trustee Grier stated that she is glad to see the MUNI buses have the City College of San Francisco advertisements on the side of the bus. She also stated that the public relations department is doing an outstanding job.

Trustee Ramos asked if there was a particular purchase request from a particular department who ensures that the request is tended to.

CFO Kendrix stated that all departments have a project manager who reviews the request and follows proper protocol.

Trustee Ramos asked if the District has any formal or informal policy as to when a department makes a request how long it usually takes for a particular department to obtain an answer on the request.

CFO Kendrix stated that if it’s a grant the project director usually would give an answer, in terms of processing provided there is no problem with the funding it is a matter of a couple of days. He stated that if there was a problem with the order he would have to make a decision as to what he would want to do, either to approve it or to go back to the department and see if there is some budget transfer or some other way that it can be rectified.

At the call of the question, all the Trustees said, “Aye” C2 was adopted as amended.

**ACTION ON S1**
**Approval of new courses recommended by the College Curriculum Committee (09/12/01 – 12/05/01).**

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Grier moved the resolution, Trustee Berg seconded the motion.

Chancellor Day gave a brief overview of the resolution.

At the call of the question, all the Trustees said, “Aye” S1 was adopted.

**ACTION ON S2**

The Board of Trustees of the San Francisco Community College District hereby approves the recommended Annual Plan

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

Chancellor Day explained the modifications that were made to the resolution. He thanked Trustee Marks for spending time and for all of his efforts assisting him with the modifications to the Annual Plan.

Trustee Marks stated that he appreciated the kind words that Chancellor Day has expressed, although he expressed that the Board needs to participate more and stated that he is going to vote against this resolution.

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

At the call of the question, all the Trustees said, “Aye”, except for Trustee Marks and Trustee Ramos who said, “Nay”, S2 was adopted.

**ACTION ON S3**

A Resolution of the Board of Trustees of the San Francisco Community College District (SFCCD) Certifying to the Board of Supervisors of the City and County of San Francisco All Proceedings In the November 6, 2001 District Bond Election; Declaring Passage of Proposition A in such Election For the Issuance of SFCCD General Obligation Bonds; Directing that an Entry of the Fact of Such Passage be Made in the Minutes of the Board Meeting; Directing the Chancellor as Secretary of the Board to Deliver Appropriate Notices to the Board of Supervisors of the City and County of San Francisco and to the SFUSD Superintendent of Schools; and Authorizing the Chancellor to Take Steps to Recommend Members to an Independent Citizens’ Oversight Committee

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

President Rodis gave a brief update on Prop. A and asked for a roll call vote as follows:

Carter: Aye Ramos: Aye Student Trustee Hines: Aye
Grier: Aye Rodis: Aye

At the call of the question, all the Trustees said, “Aye”, S3 was adopted.

**ACTION ON B3 & B4**

B3 - Authorization be hereby given to contract with: Inspection Services, Inc.; RES Engineers, Inc.; Testing Engineers, Inc.; Applied Materials & Engineering, Inc.; MWH – Montgomery Watson Harza; CTS; Schonberg/Consolidated (back-up); Coverall Engineering & Co., Inc. (back-up) for Special Inspection & Testing services to the District for the 1997 Proposition A Local General Obligation Bond, the State’s Scheduled Maintenance Program, the State’s Hazardous Substance Abatement Program, and as well

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*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
as special Grant programs funded projects, as they become available for each individual/firm, for up to three years

B4 - Authorization be hereby given to contract with: Ram M. Kirpalani; Inspection Services, Inc.; Linas Stempuzis; William Koenig; Steven Ferrara; and Martin Scott, for Inspector of Record services to the District for the 1997 Proposition A Local General Obligation Bond, the State’s Scheduled Maintenance Program, the State’s Hazardous Substance Abatement Program, and as well as special Grant programs funded projects, as they become available for each individual/firm, for up to three years

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

Counsel Lee suggested that B3 & B4 should be modified to amend the Recommendation to add the amount of $167,000 over a three year period.

At the call of the question, all the Trustees said, “Aye” B3 & B4 was adopted.

IX. 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 highlighted the first executive council meeting and staff development funds that the Governor has cut from the budget. She congratulated President Rodis on his nomination as Board President and Trustee Grier on her nomination for Trustee of the California Community College League.

Glen Nance gave a brief overview of various activities that are going to happen for Black History Month in February.

X. Report from Associated Students
Otto Wong, AS Senator for the Ocean Avenue Campus congratulated President Rodis and Vice President Carter on their nominations. He gave a brief overview on what the Associated Students is currently involved in. He highlighted concerns that the students had regarding stadium style lights in the reservoir parking lots.

XI. Report from the Classified Senate
NONE AT THIS TIME

XII. Board of Trustees’ Report
Student Trustee Hines congratulated President Rodis and Vice President Carter on their nominations.

Trustee Ramos gave a brief overview on what he has been currently involved with for the past month. He stated that he attended an Administrators Association meeting and had an opportunity to get a perspective of the role the Board should play. He stated that he feels that the Board should play an active role. He is also looking forward to speaking with faculty and hopes that the Mission Campus could be completed as soon as possible. He concluded by wishing everyone a Happy New Year and he looks forward working with all of the constituency groups.

Trustee Wong congratulated President Rodis and Vice President Carter on their nominations. He stated that the livelihood of this institution depends on leadership. He stated that it is important for the District to advocate the community college system in San Francisco to educate statewide supporters.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Vice President Carter thanked his colleagues for their support as Vice President of the Board. He thanked Veronica Hunnicutt for hosting the meeting. He highlighted that although it will be a busy year lobbying not only at the state leadership level, but also at the federal leadership level, he is looking forward to it. He highlighted various meetings he attended, such as the National Articulation and Transfer Network briefing, and the MLK Breakfast. He expressed his gratitude for voting him as Vice President of the Board.

As Trustee had to leave to attend another meeting, President Rodis gave a brief overview of what Trustee Grier wanted to express. She wanted to thank everyone who participated in the Martin Luther King March.

Trustee Marks gave a brief overview of what he has been involved with for the past month. He requested that VCSD Griffin report on the progress of equitable compensation beyond the Ocean avenue campus. He congratulated Chancellor and the Administrators for their efforts with the marketing campaign for outreach services.

Trustee Berg thanked Dean Hunnicutt for hosting this month’s Board meeting. She also congratulated President Rodis and Vice President Carter for their nominations. She gave a brief update on the Board retreat.

President Rodis stated that he would try to have more efficient Board meetings. He gave a brief update on the Board retreat and hoped that there would be more retreats to have a greater depth of strategic planning. He also is encouraging the District to support a resolution to change the name of the Phelan campus to Ocean Avenue campus. He concluded that he would like to adjourn tonight’s Board meeting in memory of Pete O. Lapid, from Pete O. Lapid Associates.

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. He highlighted the following:

- Governor’s Proposed Budget for Higher Education
- Governor’s recommendations on improving California Workforce Development System
- Joint-Use Facility Initiative
- Strategic Planning 2002
- National Articulation Transfer network

XIV. Closed Session Announcements
Legal Counsel Lee stated that the Board met in Close Session on January 24, 2002 and took the following action:

The Board authorized a defense for the District in the case Corey Turner v. SFCCD. Trustee Wong moved the resolution and Trustee Rodis seconded the motion. At the all of the question, All the Trustees said “Aye”.

Counsel Lee stated that with regard to the Chancellor’s annual performance evaluation for the 2000-01 college year, the board determined that his performance was satisfactory so as to trigger the renewal provisions of the Chancellor’s employment agreement. This extends the term of the agreement through June 30, 2004.

The vote was as follows:
Berg: Aye
Carter: Aye
Grier: Aye
Marks: Aye
Ramos: Aye
Wong: Aye
Rodis: Aye

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
XV. **Public Comment**
Ed Tong, Coalition for Economic Equity, expressed his concerns about the Board policy regarding project labor agreements.

President Rodis and Trustee Wong stated that the Board would work with the coalition for economic equity with the issue.

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 in memory of Pete O. Lapid, meeting ended at 10:15 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

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
AMENDED 03/21/02

MINUTES

BOARD OF TRUSTEES

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

REGULAR MEETING

February 28, 2002

City College of San Francisco
940 Filbert Street
CHINATOWN/ NORTH BEACH CAMPUS

I. Open Session:

Call to Order: President Berg called the meeting to order at 6:25 P.M.

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

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

Absent: Johnnie L. Carter Jr. & Lawrence Wong

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

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

At the call of the question all Trustees said, “Aye”, the minutes for the January Regular Board 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. He stated that F1 was revised, S6 was added and S1 was withdrawn. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

President Rodis called for a motion. Trustee Berg moved adoption of the Resolutions Agenda Trustee Grier seconded the motion. At the call of the vote, all Trustees said, “Aye”. The Resolutions Agenda was adopted.

V. Approval of Consent Agenda Items
Trustee Berg moved to adopt resolutions B1-B17 as consent calendar items, with the exception of B4, B6, B9, B10, and B17. Trustee Marks, seconded the motion. At the call of the vote, all Trustees said, “Aye”. The B resolutions were adopted.

Trustee Berg moved to adopt resolutions C1-4, items, Trustee Grier seconded the motion. At the call of the vote, all Trustees said, “Aye”. C1-4 was adopted.

Trustee Berg moved to adopt resolution F1 as a consent calendar items, Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The F1 resolution was adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Berg moved to adopt resolutions G1-W1 as consent calendar items, Trustee Marks, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The G-N resolutions were adopted.

VI. Special Presentation
Supervisor Aaron Peskin commended the District staff for working diligently towards the New Chinatown/North Beach Campus. He expressed his support for the District and stated that he enjoys working with the Chancellor and the District staff.

Dean Joanne Low welcomed everyone to the Chinatown/ North Beach Campus and gave an update on the new Chinatown/North Beach Campus. She concluded by introducing the newly elected student leaders.

Andrew Sun, Spokesperson for the Asian Architects and Contractors expressed his concerns about Project Labor Agreements. He introduced various other contractors and architects who expressed their concerns as well.

Ed Tong expressed his concerns about Project Labor Agreements and read a letter written by Eileen Hernandez who also expressed her concerns about Project Labor Agreements, and their impact on small firms.

Dr. Elaine Johnson, Bio-Link Director introduced Hank Stern, Director of Pharmaceuticals Manufacturing, and David Ebersman, Senior Vice President for Project Operations of Genentech, Inc. who presented a check in the amount of $50,000 to the District’s Bio-Link Program.

Dr. Johnson stated that Bio-Link would use these funds to establish a national biotechnology teaching equipment registry for colleges to better process equipment for instructional use. This registry will also be for biotechnology companies to efficiently donate functional but unwanted equipment.

Chancellor Day thanked the representatives from Genentech, Inc., for their generosity and stated that this would help the Bio-link center to create quality programs.

Trustee Grier stated a few words on behalf of Dr. Henry Augustine and presented him with a plaque for Mr. Augustine’s 25 years of service to the District.

Dr. Henry Augustine thanked the Board and stated a few words about the African American Achievement Program at the District.

Chancellor Day introduced John Wilde, a Counselor & Instructor in the DSPS Department at the Ocean Avenue campus, who has recently returned from a five-month trip to Beijing, where he was on assignment by the United Nations reviewing China’s laws on disabilities.

Mr. Wilde gave a brief overview of his experience in China and in working with the United Nations. He stated that if anyone would like to review his reports there is a copy at the Rosenberg library.

Trustee Ramos asked if a copy of the report could be sent to the members of the Board.

VCFA Goldstein introduced Dr. Eleanor Ramsey from Mason Tillman & Associates and the District’s Contract Compliance Officer, Norma Nelson.

Dr. Ramsey gave a brief report of on the SLBE program.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Grier thanked Dr. Ramsey for a great presentation and stated that she did not see an increase in African American owned businesses and asked if there was any increase in their participation.

Trustee Grier also stated that at the open house in January it seemed like the outreach was successful.

Dr. Ramsey stated that various outreach efforts were used for the January meeting. She stated that another source of outreach that the District is working on is a website, which would be an advantage because a lot of colleges do not have that type of outreach implemented.

Trustee Grier asked when the website will be up and running.

VCFA Goldstein stated it would be up and running soon.

Trustee Ramos asked if there would be a second open house.

Dr. Ramsey stated that it would be in June.

Trustee Ramos asked what were the Dr. Ramsey's recommendations could give this Board to have greater outreach to Local Businesses regarding of construction-related contracts.

Dr. Ramsey stated that she thinks on MWBE contracts that have been awarded since the suspension of the program and now under the SLBE program, many of them were specialty contracts, which didn’t lend themselves to subcontracting goals.

Trustee Ramos asked what type of specific services is she talking about when she says professional services in construction contracts.

Dr. Ramsey stated the District had project Managers to oversee the construction contracts, and as we move toward Construction, the District is moving less in design and more in the management of those contracts.

**BREAK- RESUME AT 8:00pm**

**VII. MONTHLY FINANCIAL REPORT**

CFO Kendrix gave the monthly financial report as of February 18, 2002 (FY2002). He stated the College's spending to date and projected spending for the year is within budget. With 64.23% of the fiscal year completed, the College has expended and encumbered 62.74% of the approved operating budget. He also stated that the District is projecting that when the fiscal year is completed, the College will have spent 98.60% of the approved operating budget.

CFO Kendrix stated that current revenues have been increased by approximately $400,000, which includes an increase of $900,000 for one-time Basic Skills Funding and reductions in Other Revenues by approximately $500,000 as a result of lowered estimates for miscellaneous income and refunds to the state due to overpayments for mandated costs.

CFO Kendrix explained the District is projecting that when the fiscal year is completed the College will have received a total of $152,382,898 in total revenue, which is greater than projected expenditures. This includes about $1.9 million in funding specifically designated for improvement of part-time faculty salaries and salary improvements that have been negotiated through collective bargaining.

CFO Kendrix stated that based on the information known to date, the District is projecting that the Unreserved Undesignated Balance could be $2,498,917. He stated that as a result of enrollment growth and with continued prudent management of the budget it appears that we will be able to increase the Board Designated Reserve to create a buffer against state cuts in fiscal year 2003.
Our goal is to increase the Board's designated reserve to $5,500,000 at the end of current fiscal year. This would be an increase of $550,000 from the previous fiscal year.

Trustee Ramos asked about basic skills funding in lieu of payments for enrollment.

CFO Kendrix stated that the premise is for Basic skills that with enrollment growth more basic courses are needed.

Trustee Marks asked if the quarterly report is turned in to the State. He also suggested since Trustee Wong was not present at this meeting that the Finance Committee meet quarterly.

VCFA Goldstein stated that only the final page is submitted to the State.

Chancellor Day stated that he would follow up with the Administrative staff to have a finance committee meeting within the next couple of weeks.

VIII. **Action on other Resolutions Agenda Items**

**ACTION ON B1**

A Resolution Of The Board Of Trustees Of The San Francisco Community College District Authorizing The Issuance And Sale Of 2002 General Obligation Bonds (Election Of 2001, Series A), In A Principal Amount Not To Exceed $40,000,000.

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

VCFA Goldstein gave a brief overview and highlighted various aspects of Resolution No. 020228-B1.

Chancellor Day asked what is the exact date of issuance.

VCFA Goldstein stated that the date of issuance would be March 12, 2002.

Chancellor Day asked for a brief explanation.

David Johnson, Bank of America Representative explained why the issuance would be March 12, 2002.

Trustee Marks suggested that in ‘Exhibit A’ Phelan Campus should be replaced with Ocean Avenue Campus. He also asked how the campus chose the underwriters.

VCFA Goldstein stated that in the past the District was successful with our COPS for which Bank of America provided underwriting services for the District. He stated that the District would like to continue working with Bank of America to pay off those COPS with these bond proceeds.

Trustee Marks asked if Chapman Company is a local company.

VCFA stated that they are in San Francisco and they are SLBE as well.

Dave Sanchez, Bond Counsel for the District stated that the District couldn't make the modification that was suggested by Trustee Marks to change the name of the Phelan Campus to Ocean Avenue Campus because the District's Bond measure references the Phelan Campus, and the District needs to match the language on the ballot.

President Rodis stated that even though it has been informally changed until the District officially changes it, it would remain as Phelan Campus. He hopes that by the next Board meeting the District would have a resolution to make it official.
VCFA Goldstein stated that with respect to the ballot language, there was also at least some minor concern that the voting public might not have been familiar with the Ocean Avenue Campus name and we didn’t want to confuse anyone.

Trustee Berg thanked Bank of America and asked if another bond that the State of California is going out with on March 15, would affect interest rates.

Mr. Johnson stated the focus of the municipal market is day-by-day on supply and demand. He stated that the District’s credit is different than the State of California. He explained that the state of California will not qualify for municipal bond insurance and therefore, will be selling bonds that are rated a minus by all the rating agencies compared to your AAA Bond rating. He stated that it is a different market and a different set of buyers.

Trustee Ramos reiterated what he thought Mr. Johnson was stating. He stated that he thought that there is some type of dilution effect that would take place as a result of the market anticipating the California bond offer.

Mr. Johnson stated that the dilution would occur when the bonds actually enter the market.

Trustee Ramos asked if there would be a basis point increase as a result for a two-week period after the California state bond offering.

Mr. Johnson stated that there would be a rise and he doesn’t think it will be just one basis point.

Trustee Ramos asked if there would still be institutional investor interest in the District’s particular bond, given the investment grade that the District has.

Mr. Johnson stated that there is no question that you will always have institutional interest. He also stated that the concern is that even AAA bonds are priced off the general scale and that the general scale is moved because the State of California, it’s still going to affect the pricing of AAA bonds.

Trustee Ramos asked if the market already anticipated that that bump up.

Mr. Johnson stated that the municipal market is very much a supply and demand market on any given day. He explained that in order to digest a billion two, you have to find a billion dollar buyer somewhere. He stated that much of that billion two comes from investors selling other bonds in the market. He stated they don’t sell those other bonds until they know that they are buying State of California Bonds. He also stated the interest rates rising doesn’t occur until they start selling those other bonds, putting pressure on the market for the interest rates to rise.

Trustee Ramos asked what is the role in the structuring of this bond offering regarding the mandatory sinking funding redemption.

Mr. Johnson stated that the mandatory sinking fund redemption would help to create what is known as level debt service so that the District debt service stays the same year after year.

Trustee Ramos asked Legal Counsel what is the applicable choice of law provision within this offering.

Mr. Sanchez, Bond Counsel stated that it is non-specified and everything that the District is doing is under the law of the State of California.

At the call of the question, all the Trustees said, “Aye”, B1 was adopted.
ACTION ON B2
Reviewing SFCCD Quarterly Financial Status Report for the quarter ended December 31, 2001

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

Trustee Ramos asked VCFA Goldstein if he could clarify an item on the resolution that had to deal with item 4 on page 23.

VCFA Goldstein stated that the $10,300,000 the finance report it refers to the annual TRANS that were in a pool. He stated that at least half the community college district's in the state goes to the market together to borrow money in anticipation of cash flow needs during the year. He stated that it's created because a portion of our funding comes from local property tax, and that money comes to us twice a year in big chunks. He also stated as the District continues to spend down heading towards the next big chunk, it creates a cash flow problem. He stated that by borrowing under this provision it provides interest earnings to the District. He also stated that the District has come out ahead in terms of interests earned versus interest paid on this transaction.

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

ACTION ON B4
Authorization be hereby given to contract with the lowest responsible bidder KTY Enterprise, Inc., for the project: John Adams Campus Entrance Canopies, to be completed on or before May 6, 2002, at a cost of not to exceed $78,750

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

Trustee Marks asked which bond is being used and stated that he would like to see the bond identified in the resolution.

Trustee Grier asked if someone could explain the resolution.

VCFA Goldstein explained that this project is to construct two temporary protective canopies from the Hayes Street sidewalk to the southeast and southwest entrances to John Adams. These canopies are to protect students and staff from falling hazards due to the poor condition of the building façade. He stated the deteriorating façade would be repaired during the seismic upgrade and renovation of the building, at which time the canopies will be removed.

Trustee Grier asked when would the project start and finish.

David Liggett, Director of Facilities and Planning, stated that it would start in sixty days and was a little unsure when they might get finished.

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

ACTION ON B6
Authorization be hereby given to contract with San Francisco Elevator Co., a San Francisco Local Business Enterprise, for the project: Emergency Conlan Hall Elevator Controller System Replacement, the final completion to be completed on or before March 31, 2002, at a cost of not to exceed $75,099

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

Trustee Ramos asked if the District reviewed all the elevators for safety.
VCFA Goldstein stated that the District has completed many upgrades for various elevators on the Ocean campus. He stated that the existing elevator controller is malfunctioning, which does not accurately level the elevator cab with the building floor levels, which poses a serious public safety hazard.

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

**ACTION ON B5**
**Authorization for SIX (6) Contract Modification(s) totaling $100,006.49 for Special Services Contract(s) and Construction Contract(s)**

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

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

**ACTION ON B7**
**Authorization be hereby given to contract with: RGA Environmental, Inc.; IHI Environmental; SCA Environmental, Inc.; and Hazard Management Services for Environmental Consultant/Industrial Hygienist Services to the District for the 1997 Proposition A Local General Obligation Bond, the State’s Scheduled Maintenance Program, the State’s Hazardous Substance Abatement Program, and as well as special Grant programs funded projects, as they become available for each individual/firm at not to exceed $150,000, for up to three years**

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

At the call of the question, all the Trustees said, “Aye” B7 was adopted.

**ACTION ON B8**
**Authorization be hereby given to contract with NBH Solution, LLC for special services and advice to provide the District with Technology Planning Management Services for technology portion of the 2001 Proposition “A” Bond Capital Improvement Program for a four (4) month period from March 1, 2002 through June 30, 2002 for total fee not to exceed $68,000, with an option for an additional six months at the same cost**

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

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

**ACTION ON B9**
**Authorization be given to submit an application and appropriate all funds receivable upon approval from Wells Fargo Bank for the period of March 7, 2002 to March 6, 2004, in the amount not to exceed $100,000**

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

Trustee Marks asked Steven Glick to explain the resolution.

Steven Glick, Dean of the Downtown Campus gave a brief overview of the Small Business Development center (SBDC). He highlighted the importance of the program and explained how the SBDC is still going through the process to find a Director.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day commended Dean Glick for his efforts with the SBDC. He highlighted all of his accomplishments with the SBDC and appreciates his efforts and stated job well done.

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

**ACTION ON B10**

**Authorization to amend (7) seven resolutions as indicated in the table**

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

Trustee Marks asked if Resolution No. 020228-B10D and Resolution No. 020228-B14 is for the same item.

VCFA Goldstein stated that the two resolutions may have some redundancy but there is no harm to pass both resolutions.

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

**ACTION ON B13**

**Authorization be hereby given to conduct a Winter Break 2002/2003 Study Abroad Program in Cuba, provided that the programs be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals**

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

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

**ACTION ON B15**

**Authorization to contract with the Friends of the Urban Forest for twenty (20) hour training and five (5) hour curriculum development from March 1 through June 30, 2002, for an amount not to exceed $ 1,167**

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

At the call of the question, all the Trustees said, “Aye”, Trustee Marks recused himself from the vote because he is a member of the Friends of Urban Forest, B15 was adopted.

**ACTION ON B17**

**Authorization be given to submit an application and appropriate all funds receivable upon approval from the Mayor’s Office of Community Development (MOCD) for the period of July 1, 2002 to June 30, 2003, in the amount not to exceed $75,000**

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

Trustee Marks stated that he could not approve this resolution because it was retroactive.

At the call of the question, all the Trustees said, “Aye”, with the exception of Trustee Marks who said, “Nay”, B17 was adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day stated that he would like to recognize the faculty who were selected for Tenure in Resolution No. 020228-G10. He asked all the faculty members to stand up for applause.

**ACTION ON F2**  
Appointment of an Educational Administrator

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

Trustee Berg wanted to express her gratitude to Mr. Henry Augustine for his service to the College.

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

**ACTION ON S2**  
Nomination of Dr. Anita Grier for membership on the California Community College Trustees (CCCT) Board of Directors

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

Trustee Berg expressed how excited she is to pass this resolution to honor Dr. Anita Grier for her nomination for membership on the California Community College Trustees (CCCT) Board of Directors.

At the call of the question, all the Trustees said, “Aye”, S2 was adopted.

**ACTION ON S3**  
Authorization is given to explore the feasibility of modifying the existing SLBE program to include SLBE goals for construction contracts over $15,000, including analysis of the fiscal impact, reporting back to the Board in a subsequent report

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

Trustee Ramos asked if there was a cost associated with this resolution as to how much would be paid.

VCFA Goldstein stated it’s just to receive the report that Mason Tillman made prior this evening.

Chancellor Day stated that the report was one of the outcome deliverable projects that were part of the contract that the Board approved when they renewed her contract.

At the call of the question, all the Trustees said, “Aye”, S3 was adopted.

**ACTION ON S4**  
Honoring Dr. Henry L. Augustine, Jr. for his dedicated commitment and service to students of color at CCSF and in the Greater San Francisco Bay Area.

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

At the call of the question, all the Trustees said, “Aye”, S4 was adopted.

**ACTION ON S5**

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Authorizes the Chancellor to approve all grant applications to funding agencies whenever necessary to meet funding agencies’ deadlines. The Chancellor would also have the authority to approve budgets and appropriate all funding related to grant awards where the funding agency requires an institutional match of $50,000 or less.

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

Trustee Ramos asked if this was a delegation of responsibility to the Chancellor and when and how these grants would be disseminated.

Chancellor Day explained the resolution authorizes the Chancellor to approve all grant application to funding agencies whenever necessary to meet funding agencies deadlines. He stated that he would also have the authority to approve budgets and appropriate all funding related to grant awards where the funding agency requires an institutional match of $50,000 or less. He also stated that grant funded project requiring a match above the aforementioned level would need Board approval.

Robert Gabriner, Director of Research, Planning & Grants gave a brief explanation that most grants want institutional match.

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

**ACTION ON S6**

**Establishing and Appointing Members to an Independent Citizens’ Oversight Committee Pursuant to Education Code Sections 15278, 15280, & 15282 In Connection with the Passage of Proposition A, the District’s Bond Election**

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

Trustee Berg moved to amend this resolution to add a further be it resolved for clarification. She stated that she would like it to say, “Further be it resolved that the Board of Trustees will select additional members of the Citizen’s oversight committee as the regular meeting that being the March meeting.”

President Rodis called for a motion to amend the resolution. At the call of the question, all the Trustees said, “Aye”, the amendment was approved.

Trustee Marks expressed his concerns about the legal, financial, and political aspect of this resolution. He also stated that he would have appreciated more time to discuss who would be on the oversight committee.

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

**IX. 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 Black History Month at the District had many wonderful festivities. She also congratulated Mr. Henry Augustine who received a plaque for his dedicated commitment and service to students of color at CCSF and in the Greater San Francisco Bay Area. She also congratulated Dr. Elaine Johnson for all of her efforts with Genentech and their generous donation, Don Cate, faculty member, for his lifesline achievement award, George Rush and his team, and all faculty who received tenure.

**X. Report from Associated Students**
Rick Cantora, President of the Associated Students gave a brief overview on what the Associated Students is currently involved in. He thanked the Planning and Budget Council for providing their assistance with student wages. He expressed the Associated Students concerns about the math requirement. He hopes that everyone supports the Associated Students at the Chinatown/North Beach Campus and buys something at the vending machine. He concluded by welcoming Ivy Climacosa to the Associated Students as a newly elected senator.

XI.  Report from the Classified Senate

Alice Shvarts, President of the Classified Senate gave a brief overview on what the Classified Senate is currently involved in. She highlighted she attended the Community College League Conference with James Rogers. She stated that she had an opportunity to meet with Leslie Smith, Government Relations Director for the District to discuss with her many budget issues that would affect funding for the District.

XII.  Board of Trustees’ Report

Trustee Marks gave a brief overview on what he has been currently involved with for the past month. He asked if the District could provide him with an equitable compensation progress report for Associated Students.

Chancellor Day stated that he would not get this report until student governance set recommendation to have equitable support.

Frank Chong gave a status progress report on the student task force memo.

Trustee Marks asks for clarification about the student task force.

Chancellor Day gave an overview and explained to clarify the student task force.

Trustee Berg gave a brief overview on what she has been involved with for the past month. She commended the Black History month activities. She also commended George Rush for all of his efforts for the Northern California Chapter of the National Football Foundation and College Hall of fame award.

Trustee Grier gave a brief overview on what she has been involved with for the past month. She commended the Black History month activities. She stated that she participated in the Chinese New Year’s parade. She also stated that she attended the California Community College’s Trustee’s conference in Sacramento and discussed many budget issues that would affect funding for the District.

Trustee Ramos gave a brief overview on what he has been involved with for the past month. He stated that the CCSF radio station is having funding problems and stated his support for Broadcasting at CCSF.

Student Trustee Hines thanked Dean, Joanne Low for hosting this month Board meeting. She congratulated Mr. Henry Augustine and welcomed all the new student senators. She also wanted to recognize Chinese New Years.

President Rodis gave a brief overview on what he has been involved with for the past month. He also commended George Rush for all of his efforts and for his Northern California Chapter of the National Football Foundation and College Hall of Fame award.

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. He thanked Dean, Joanne Low for hosting this month’s meeting and stated she is doing an exemplary job.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
He highlighted the following:

- Legislative Analyst Report

XIV. **Closed Session Announcements**
None at this time

XV. **Public Comment**
Helen Toribio, Faculty member from the Asian American Studies Department expressed her concerns about needing the District's support with an exhibit and lecture tour that would be presented to institutions in the Philippines.

XVI. **Adjournment:**
President Rodis called for a motion. Trustee Berg moved the motion, Trustee Marks seconded the motion. At the call of the question, All Trustees' said “Aye”. Meeting adjourned in memory of Patricio Aguirre a business instructor at City College and Elizabeth M. Dolan, Chancellor Day's mother. They also wanted to adjourn with prayers to Johnnie Carter Jr. father and Rodel Rodis son, meeting ended at 10:15 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
MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
March 21, 2002
City College of San Francisco
33 Gough Street
GOUGH STREET CAMPUS

I. Open Session:
Call to Order: President Rodis 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, Julio Ramos, Rodel Rodis, and Lawrence Wong.

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

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

III. Approval of the Minutes
President Rodis suggest a modification to the minutes and asked if there were any additional modifications to the minutes.

Trustee Marks stated a few modifications he would like to see reflected in the minutes.

At the call of the question all Trustees said, “Aye”, the minutes for the February Regular Board Meeting were adopted as amended. (See February minutes for corrected version)

IV. Adoption of the Resolutions Agenda
Counsel Lee referred to the handout titled, “Additions and Modifications”, detailing changes in the agenda. He stated that B2, B4, B7, S1, and S5 was revised, B17, S5, S6, FIO, and S7 were added and B10, B11, B16, and S4 were withdrawn. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

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

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

Counsel Lee stated that S7 needed a 2/3’s vote to be placed on the agenda. President Rodis called for a motion. Trustee Ramos moved to put S7 on the agenda, Trustee Wong seconded the motion. At the call of the vote, all Trustees said, “Aye”. S7 was put on the agenda.

V. Approval of Consent Agenda Items
Trustee Wong moved to adopt resolutions B1-B17 as consent calendar items, with the exception of B1,B4,B9,B15, and B17. Trustee Berg, seconded the motion. At the call of the vote, all Trustees said, “Aye”. The B resolutions were adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Berg moved to adopt resolutions C1-3. Trustee Grier seconded the motion. At the call of the vote, all Trustees said, “Aye”. Resolutions C1-C3 were adopted.

Trustee Wong moved to adopt resolutions G1-N1 as consent calendar items, Trustee Berg, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The G-N resolutions were adopted.

Trustee Berg moved to adopt resolution S2 as a consent calendar item, Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The S2 resolution was adopted.

Derek Green, representing the International Brotherhood of Electrical Workers Local 6 thanked the Trustees for their consideration and for accepting this agreement.

VI. Special Presentation
None at this time

VII. Monthly Financial Report
CFO Kendrix gave the monthly financial report as of March 12, 2002 (FY2002). He stated the College’s spending to date and projected spending for the year is within budget. With 70.00% of the fiscal year completed, the College has expended and encumbered 71.31% of the approved operating budget. He also stated that the District is projecting that when the fiscal year is completed, the College will have spent 98.98% of the approved operating budget.

CFO Kendrix explained that the District’s current revenues are tracking in accordance with the revised budget projection. He stated that the District is projecting that when the fiscal year is completed the College would have received a total of $152,382,898 in total revenue, which is equal to the Annual Budget. He also stated that this includes about $1.9 million in funding specifically designated for improvement of part time faculty salaries.

CFO Kendrix stated that the District is projecting an unreserved undesignated balance, of $1,900,595. He also stated that as a result of enrollment growth and with the continues prudent management of the budget it appears that the District would increase the Board Designated reserve to create a buffer against state cuts in fiscal year 2003. He explained that the District’s goal is to increase the Board’s designated reserve to $5,500,000 at the end of the current fiscal year. He also stated that this would be an increase of $550,000 from the previous fiscal year.

Trustee Wong asked what percentage is going to come from enrollment.

CFO Kendrix stated that the District is getting approximately, $1.4 million in growth money from enrollment. He stated that the addition to the reserve it comes as part of the closeout between netting revenue and expenditures.

Trustee Berg asked in the Partnership for Excellence report it states that the foreign language department hired two full-time faculty and the total amount is sixty eight thousand one seventy-eight and asked why the amount was low.

CFO Kendrix stated the District hired two full time foreign language faculty with the total salaries at $68,178, which appeared to below. He stated that salary should only be for one faculty person unless we were hiring two in the Spring Semester. He also stated that it might have been a typographical error.

VIII. Action on other Resolutions Agenda Items

ACTION ON B1

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Authorization is hereby given to extend contract with Wells Fargo Bank to provide the District’s banking services during the next four (4) fiscal years (FY 2003–2006) with two (2) one year optional extensions (FY 2007 and FY 2008)

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

Trustee Ramos asked if a competitive process was done.

CFO Kendrix stated that there was a competitive process. He explained that the District issued twenty-two requests for proposals received only three responses. He stated that the committee had a meeting to discuss what type of services the three banks could provide and they felt that Wells Fargo was the best out of the three.

Trustee Ramos commended the District choice in selecting Wells Fargo and is pleased that the District has a great relationship with them.

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

**ACTION ON B4**

**Authorization for TEN (10) Contract Modification(s) totaling $771,849.21 for Special Services Contract(s) and Construction Contract(s)**

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

Trustee Marks asked if VCFA Goldstein could review the resolution.

VCFA Goldstein explained the resolution and the process of contract modifications.

Trustee Marks asked if the Board has ever turned down a contract modification.

VCFA Goldstein stated that in his memory, the Board has never voted against contract modifications because the District has provided an explanation about each project and why those modifications need to be made.

Trustee Marks expressed his concerns about retroactive resolutions and stated that he has to vote against this resolution because part of it is retroactive.

Trustee Wong asked if there were any consequences if this resolution was not approved.

VCFA Goldstein stated that if the board doesn’t approve this resolution tonight, the District would be faced with many angry vendors, some of whom might pursue legal action.

Sylvia Alvarez-Lynch posed various questions to the Board and expressed her concerns about preservation of the Mission Theatre.

Trustee Ramos stated that public comments should be comments, and not a cross-examination.

At the call of the question, all the Trustees said, “Aye”, with exception of Trustee Marks who said, “Nay”, B4 as adopted.

**ACTION ON B9**

**Authorization be hereby given that the Board hereby adopts this summation of the District’s proposed Five-Year Construction Plan for submission to the State Chancellor’s Office for review and approval.**

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Marks moved the resolution, Trustee Berg seconded the motion.

Trustee Marks expressed his concerns about the Board’s role in the five-year plan.

VCFA Goldstein stated within the next couple of months the District will hire a firm to do a renewed and improved facilities master plan for the District and there would be a process that would provide the Board an opportunity for involvement as the District develops the new facilities plan.

Trustee Marks expressed his concerns about the Board’s role passing a resolution, which is presented retroactive.

Chancellor Day stated that these projects go back five to ten years with extensive discussion. He stated that this resolution enumerates projects in accordance with Prop. A, and these are priorities that the District placed in the proposition that was passed so overwhelmingly by the voters of San Francisco. He suggested the Facilities Review Committee should meet with the Board to explain the projects that go back for seven years to create a comfort level for the Board.

Trustee Wong stated that he respects Trustee Marks comments but he expressed that the Board should be fair to the Administrators because they are only doing what the Board has asked them to do. He also stated that the Board had various meetings in the past regarding all the projects and although Trustee Marks is a new member of the Board, we should recognize that the Board has been involved with giving direction to the Administrative staff.

Trustee Ramos asked when is the five-year plan submitted to the State.

VCFA Goldstein stated that the five-year plan deadline is May 1st.

Trustee Ramos expressed that he feels that the resolution should be tabled and that further discussion needs to occur.

President Rodis stated that the items on the five-year plan have had ten years of extensive discussion with the voters agreeing with these priorities. He expressed how it was not fair for the people who have been working so diligently on this plan.

Trustee Carter echoed Trustee Marks’ and Trustee Ramos’ concerns about being new board members. He stated that although they don’t share the same institutional knowledge as the rest of the board members he would like to see an effort made for further discussion. He also expressed that the Board needs to have more faith that the Administrative staff can do the job.

Trustee Grier stated that the Facilities Committee should convene to discuss the five-year plan prior to May 1st.

President Rodis called for a motion. Trustee Ramos moved to table the resolution until the April Board meeting, Trustee Carter seconded the motion.

At the call of the question, all the Trustees said, “Aye”, B9 was tabled to the next meeting.

**ACTION ON B13**

Authorization be and is hereby given for approval to contract with San Francisco Municipal Railway to develop (1) a CAREER LADDER program, including support services and contextualized curriculum for the MUNI workforce for the time period of April 1, 2002 through September 30, 2003 for a total of $463,000 and (2) EMPLOYEE PROGRAMS with the Human Resource Department for a total of $300,000 for the time period of July 1, 2002 through June 30, 2003 and development and delivery of (3) a TRAINER CERTIFICATE for

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
the time period of July 1, 2002 through June 30, 2003 and for a total of $164,000. The total income from MUNI for the development and implementation of these three programs will be $927,000.

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

Trustee Berg commended Dean, Phyllis McGuire for her efforts related to contracting with San Francisco Municipal Railway (MUNI).

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

**ACTION ON B15**
Authorization be given to submit an application and appropriate all funds receivable upon approval from the Department of Education (FIPSE) for a grant to support the National Articulation and Transfer Network (NATN) for the period of fiscal year 2002 (through September 30, 2002) in the amount not to exceed $800,000

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

Trustee Ramos asked if someone could discuss the structure of the application, the time dedicated to the National Articulation and Transfer Network (NATN) and how funds are being distributed.

Chancellor Day stated that earlier this year the College was advocating for additional support of the NATN initiative through a special Congressional earmark that the District was successful in receiving with the direct help of Congresswoman Nancy Pelosi. He explained that funds from the special earmark will augment an earlier infusion of federal dollars from FIPSE granted last October in the amount of $865,000 over three years. He stated that these dollars, bolstered by in-kind resources from the participating institutions, are going toward the creation of five critical components of the program. These are general articulation agreements; a transfer guidance manual and database, web-based software applications to be used in a specially constructed technological infrastructure, on-line interactive applications for students and staff, and longitudinal research database. He also stated that FIPSE’s responsibility is to ensure that a specified earmarked grant meets the congressionally mandated purposes established in the appropriations act and then to monitor the project to ensure that Federal funds are spent responsibly. He stated that before a congressional grant can be awarded, FIPSE requires that the College submit a detailed project plan, time lines, a budget narrative, and an evaluation plan covering the entire period of the grant.

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

**ACTION ON B17**
Authorization be hereby given to accept a grant from DHS to provide matching funds for work-study wages of eligible students, cost not to exceed $137,000 for the period July 1, 2001 to June 30, 2002

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

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

**ACTION ON F1-3**
Administrative Appointments (2 or 3 year terms)
President Rodis called for a motion. Trustee Berg moved the resolution, Trustee Grier seconded the motion.

At the call of the question, all the Trustees said, “Aye” F1-3 was adopted.

**ACTION ON F4**  
*Exempt Grant-Funded Temporary Academic Administrative Appointment*

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

Chancellor Day apologized for not having a resume attached and stated that Albert Dixon will do a great job.

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

**ACTION ON S1**  
*Authorization to establish new wage rates/ premiums and benefits levels for fiscal year 2001-2002*

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

Trustee Berg stated she has worked with Jim Keenan for a number of years and commended him for all of his efforts at the District.

VCFA Goldstein thanked Trustee Berg for her comments and hoped that all of the Board members could support this resolution.

At the call of the question, all the Trustees said, “Aye” S1 was adopted.

**ACTION ON S3**  
*Authorizing a procedure to implement the Student Activity Fee using a negative Check-off.*

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

Chancellor Day made a modification to the recommendation portion of this resolution. He also explained the procedure to implement the student activity fee using a negative check off.

Trustee Berg asked what was the procedure for determining the appropriation of the funds and how it will be money spent.

Chancellor Day stated that the District is looking at the actual revenue streams and what the equity needs are in terms of other campuses. He stated that the distribution will be based upon work with our IT department so that the District can identify every dollar that comes directly from the campus goes back to the campus. He stated that the District has not yet figured out the procedure on how the money will be spent. He also stated that one of the things that the District is trying to do is weigh the issue of a minimum threshold.

Skip Fotch, Dean of Student Activities explained that the Student Governance Task Force is going to come up with the range of needs and requirements. He stated that there is a mechanism for non-credit students, and the District has promoted student development activity in all the campuses.
Frank Chong, Dean of Student Affairs stated that the District is in the process of putting together budget items that students can look at funding and giving revenue sources necessary for the individual campuses.

Dean Fotch stated that it is important to understand that the study task group works hard to come to a consensus about particular issues. The funding issue was a hard fought issue. He stated that the negative check off would be the driving force to release funds necessary for a real share of equity. He stated that this is a small step in the right direction because members of the committee are committed to making the formula distribute something equitable for all campuses.

Student Trustee Hines stated that since the Ocean Avenue Campus is more active and more involved in the decision making process that it is hard to get students from other campuses to provide steady leadership. She stated that one possible reason is that there are no student leadership classes or advisors at the other campus, so even though a consensus was reached, it was not a district-wide consensus.

Raymond Smith, member of the Associate Students expressed his concerns. He stated that this particular negative check off is trying to correct some disparity in our delivery services to other campuses. He also stated that in order to do that, any type of formula at this particular point and time would rectify this situation rather than further divide the lack of services among campuses. He suggested that the resolution should be worded to read that it would be based on the assessment of needs of the different campuses.

Trustee Wong moved to amend this resolution to incorporate the suggestion made by Student Trustee Hines to include the wording that this formula would be developed by Student Government Representatives from campuses district-wide, and to include the wording on page sixty-four, top paragraph. Trustee Berg seconded the amendment.

Mr. Smith requested some modifications to the resolution. He stated that he would like to include that the amendment to include the need for the executive Board of the Associated Student Council be directly responsible for assisting in the assessment of needs of each campus and that the distribution of the funds be under control of the Executive Board of the Associated student Council and that they would be basing the distribution to bring about parity at the different campus in order to meet student needs.

Student Trustee Hines stated that the Executive Board meets twice a semester and needs to be strengthened with more attendance at the meeting. She stated that before a decision is made the Board needs to know the goals of the Executive Board.

Trustee Berg stated that she wanted to make clear that within this Resolution we are approving a negative check off with the provision that the originators of the motion come back to us with the appropriate procedure for disbursement of these funds.

At the call of the question, all the Trustees said, “Aye”, S3 was adopted as amended.

**ACTION ON S5**

Authorization is given to modify current SLBE policy, eliminating the $500,000 dollar ceiling for evaluation credits, so that SLBE evaluation credits will apply to all construction-related professional service projects.

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

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

**ACTION ON S6**

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
**Remembrance and Appreciation of Patricio Aguirre, Business Instructor at City College for Over 30 Years**

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

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

**ACTION ON S7**  
Additional Members for Oversight Committee for Prop A

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

At the call of the question, all the Trustees said, “Aye”, S7 was adopted.

**RECESS, RESUMED AT 8:10pm**

**IX. 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 expressed her concerns about matriculation and AB1725. She attended the remembrance for Patricio Aguirre and was pleased that the Board recognized his efforts for the District. She stated that elections for Academic Senate Executive Council are occurring, the strategic planning retreat at the Presidio was a success, and she highlighted the spring session Academic Senate conference and the California Federation Teachers conference she attended. She also stated that Graduation will be on May 24, 2002 and will be at the Davies Symphony Hall. She stated that faculty would be on stage with the Board.

**X. Report from Associated Students**

Rick Cantora, President of the Associated Students gave a brief overview on what the Associated Students is currently involved in. He stated that Associated Students on the Ocean Campus is currently developing a business discount program for CCSF students who pay their student activities fee by building a database of local businesses interested in participating in the program. He also stated that elections will be held and candidates should pick up an election packet in the Student Union. He stated that the strategic planning retreat was successful and commends Dr. Day for all of his efforts. He thanked the Board for their support with the negative check off and hopes to adjourn tonight’s meeting in memory of Richard Dudics, father of Darryl Dudics, AS Director of Technology.

**XI. Report from the Classified Senate**

Alice Shvarts, President of the Classified Senate gave a brief overview on what the Classified Senate is currently involved in. She stated that the strategic planning retreat was successful and that the Classified Union elections are on April 10th. She also gave a brief overview of the Accreditation Committee she attended. She thanked the Board for passing S1 and for recognizing all of Jim Keenan’s efforts with the District. She stated that this month is Women’s History Month and presented the women members of the Board a gift.

**XII. Public Comment**

Ed Murray, member of AFT 2121 stated that the Caesar Chavez parade will be happening on Sunday and encouraged people to attend. He announced that AFT has invited Nancy Pelosi to give a Legislative presentation for assistance with funding at a national level to be held at 33 Gough on April 19th. He stated the California Federation of Teachers would be hosting a lobby day on April 29th. He concluded by expressing his concerns about part time equity.

**XIII. Board of Trustees' Report**

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Student Trustee Hines gave a brief overview on what she has been involved with for the past month. She stated that ASU district wide elections are coming up and thanked the student task force for all of their efforts. She also commended the strategic planning retreat and congratulated Jim Keenan for his promotion.

Trustee Marks gave a brief overview on what he has been involved with for the past month. He stated that he attended an administrative forum and congratulated Dr. Day for all his efforts for a commendable strategic planning retreat.

Trustee Ramos encouraged people to attend the Latino Services Network open house on May 3rd. He stated that students have brought to his attention a lack of bike racks at the Ocean Avenue campus. He suggested at the next facilities committee meeting that bike racks at the Ocean Avenue Campus at the library could be an item for discussion. He also asked if the District has policy about privacy to student information.

Chancellor Day stated that the District does have a formal policy and it is stated in the college catalogue that the District will not release any student information without a student’s consent or waiver. He stated that students are aware that they are placed on a mailing list and a public student directory. He also stated that students have the option of not being on the directory. He concluded by mentioning that this had been a subject of concern for gay and lesbian students.

Trustee Berg gave a brief overview on what she has been involved with for the past month. She apologized that she couldn’t attend the strategic planning retreat because she was at a conference in Washington D.C. but heard all the exemplary work that was involved.

Trustee Wong congratulated the financial staff, John Bilmont, James Kendrix, and VCFA Goldstein for their efforts with the District’s AAA rating for our general obligation bonds which speaks volumes about the way we run this district. He stated that it is a terrific rating for a post-secondary education institution like City College of San Francisco.

Trustee Grier gave a brief overview on what she has been involved with for the past month. She stated that she attended the California Federation Teacher Conference and is looking forward to attend the Caesar Chavez parade. She also highlighted the California Community College Board meeting.

President Rodis gave a brief overview on what he has been involved with for the past month. He stated that when the Board of Supervisors passed a resolution creating the Elections Commission, all the elected bodies were to have a representative in the commission and elections. Everyone did except the Community College Board. He stated that the District didn’t know how the Board of Supervisors omitted the Community College Board. He also stated that Trustee Berg learned about it a brought it to the attention of the Board President Rodel Rodis and Supervisor Leland Yee and it was corrected. He concluded that this matter is currently in the hands of the city attorney to redraft the statute.

President Rodis announced that Richard Rothstein, an education writer for the New York Times wrote an excellent piece about City College. He stated that Mr. Rothstein praised City College for being a leader in the Cal Works Program by providing scholarship opportunities for those in the welfare to career program.

XIV. 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. He highlighted the following:

- Efforts for the strategic planning workshops
- Renaming the Phelan Campus to Ocean Avenue Campus
- Shared Governance
- Student success story from the African American Achievement Program

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
XV. Closed Session Announcements
None at this time

XVI. Adjournment:
President Rodis called for a motion. Trustee Berg moved the motion, Trustee Marks seconded the motion. At the call of the question, All Trustees’ said “Aye”. Meeting adjourned in memory of Richard Dudics, father of Darryl Dudics, AS Director of Technology, and Bob Burton late Board of Trustee member, who passed away one year ago, meeting ended at 9:00 p.m.

Submitted by,

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

The minutes are based on the transcription of the proceedings taken by Transpose, Certified Transcription Service in San Francisco.

The foregoing Minutes approved at the meeting of the Board of Trustees
______________, 2001

Approved: ____________________________ , President

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
April 25, 2002
City College of San Francisco
1860 Hayes Street
John Adams Campus

I. Open Session:
Call to Order: President Rodis called the meeting to order at 6:05 P.M.

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

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

Absent: Trustee Lawrence Wong

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

III. Approval of the Minutes
President Rodis suggested a modification to the minutes and asked if there were any additional modifications to the minutes.

All Trustees said, “Aye”, the minutes for the March Regular Board 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. He stated that B1 has a typographical error in the second paragraph and the word “not” should be placed before “contributed”. He also stated that B7 needed a two-third’s vote and G3 was pulled and will be back on the agenda in May. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

President Rodis called for a motion. Trustee Berg moved adoption of the Resolutions Agenda. Trustee Carter seconded the motion. All Trustees voted the Resolutions Agenda was adopted.

V. Approval of Consent Agenda Items
Trustee Berg moved to adopt resolutions B1-B14 as consent calendar items, with the exception of B6, B10, B11, and B13. Trustee Carter, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The B resolutions were adopted.

Trustee Berg moved to adopt resolutions C1-4. Trustee Carter seconded the motion. At the call for the vote, all Trustees said, “Aye”. Resolutions C1-C4 were adopted.

Trustee Berg moved to adopt resolutions G1-W1 as consent calendar items, Trustee Carter, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The G-W resolutions were adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
VI. Special Presentation
Chancellor Day introduced Al Dixon, new Director of the Small Business Development Center (SBDC) at the Downtown campus. He gave a brief overview of Mr. Dixon’s background and welcomed him to the District.

Trustee Berg stated that she has visited the Small Business Development Center and she how amazed and excited about how much effort has been put forward with the SBDC. She congratulated him and also welcomed him to the District.

Frances Lee, Vice Chancellor of Academic Affairs (Provost) introduced and congratulated various individuals on their achievements for receiving various awards. They are as follows: California Cooperative Education and Internship Association gave an outstanding two-year college program award to the Center for Habitat Restoration (CHR), Biology Department, Mr. Ed Bedecarrax, Director of the CHR. Also Outstanding Intern Award went to CHR student Mary Ellen Doyle who won a $500 scholarship from the Association. The next award was from the Economic Development Network (ED Net) of the State Chancellor’s Office. The program, which won an award, was “Welcome Back”, led by Dr. Jose Ramon Fernandez, Co-Director of Community Health Works. Outstanding Faculty Award went to Vickie Legion, faculty member of the Health Science Department for her work in Community Health Works. The Business Partner Award to the Hotel Employees and Restaurant Employees (HERE) Union, Local 2 and the S.F. Hotels Multi Employer Group for their partnership with City College of San Francisco’s Center of Excellence under the Office of Contract Education. Another Business Partner Award went to the Genentech Latino and African American Outreach/Northern California Biotechnology Center. Lastly, the Board of Governors and Chancellor’s office awarded the Student Success Award for Region III to the Vocational ESL Immersion Program (VIP), a joint program of City College of San Francisco (ESL Dept. and CALWorks) and the San Francisco Department of Human Services.

Trustee Ramos asked what was the status of the CalWorks program budget?

Leslie Smith, Director of the Government Relations department gave an overview of what is happening at the state level.

Trustee Ramos asked if there would be a budget cut impact to the GED program as it is one of the elements of Calworks.

Chancellor Day stated that there is not any fiscal impact because the CalWorks students are referred to the District, and their participation in the GED prep is at no cost because it’s noncredit.

Linda Squires-Grohe, Dean of the John Adams Campus (JAD) welcomed the Board and gave an overview of the status of John Adams campus and what changes have occurred. She stated that the JAD campus is currently putting up canopies in front of the building because the façade of the building is cracked and potentially dangerous and may fall. She stated that the gym facilities are being currently upgraded, and the auditorium drapes are being maintained to improve the auditorium. She also highlighted a program that the JAD is offering called, the “Welcome Back Center”.

Trustee Grier asked Dean Squires-Grohe to give an overview of the RN, LVN program and what is happening at the state level with that program.

Dean Squires-Grohe stated as part of the vocational nursing program JAD offers the certified nursing assistant program, which is located at the Southeast Campus. She stated that she started to work with the hospital council and as a result the enrollment grew from four students who graduated from the CNA program to 42 graduates last spring. She also stated that JAD has been working on a program to get CNA into the LVN program and to get credit for their CNA work.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
She stated that she has been working with various hospitals and the hospital council on a program called Ladders in Nursing Careers (LINC). She also stated that next month a board resolution would be forthcoming on a grant for the seventy community colleges offering RN programs to increase our RN program.

VII. Monthly Financial Report
VCFA Goldstein gave the monthly financial report as of April 19, 2002 (FY2002). He stated the College's spending to date and projected spending for the year is within budget. With 79.23% of the fiscal year completed, the College has expended and encumbered 78.70% of the approved operating budget. He also stated that the District is projecting that when the fiscal year is completed, the College will have spent 99.09% of the approved operating budget.

VCFA Goldstein explained that the District's current revenues are tracking in accordance with the revised budget projection. He stated that the District is projecting that when the fiscal year is completed the College would have received a total of $152,382,898 in total revenue, which is about $240,000 less than estimated expenditures. He stated because the expenditures projection has increased since last month, the estimated unreserved/undesignated balance is down to $1.75 million, and that additional steps to reduce year-end spending for supplies, materials, and equipment have been implemented along with severe restrictions on hiring for the remainder of the fiscal year.

VCFA Goldstein stated that at this time the District is projecting an unreserved undesignated balance, of $1,755,053. He also stated that as a result of enrollment growth and with the prudent management of the budget it appears that the District would increase the Board Designated reserve to create a buffer against state cuts in fiscal year 2003. He explained that the District’s goal is to increase the Board’s designated reserve to $5,500,000 at the end of the current fiscal year. He also stated that this would be an increase of $550,000 from the previous fiscal year.

Trustee Ramos asked if any preliminary analyses have been prepared to figure out the areas where cuts will occur.

VCFA Goldstein stated that there are discussions regarding cuts that are occurring at the Vice Chancellor level. He also stated that he is currently involved with hiring restrictions, and each request needs his approval prior to authorization for hiring an employee, which is done case by case.

Trustee Ramos asked if VCFA Goldstein feels that at this point in time that cuts would take place at the District.

VCFA Goldstein stated that given the state’s budget, it is likely that the District is going to have to look for ways to reduce spending next year. He stated at this point, the District’s focus is on developing a budget that spends less, yet at the same time, does everything we can to try to keep the current workforce in place, which would includes the number of sections offered to students.

VIII. Action on other Resolutions Agenda Items

ACTION ON B1
Adoption of Nonresident Tuition Fee Rate in Grades 13 and 14 for the fiscal year 2002-03

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

Trustee Ramos asked if there was an impact at all on the new policy being implemented in the state of California for non residents who have graduated from high schools here in the state of California and whether they would be subjected to this payment or would they pay the instate fee.
Chancellor Day stated that they are subjected to instate tuition and this doesn’t apply to them.

Trustee Carter stated that he has worked on some AB540 cases and currently the state is working on the waivers for anyone who qualifies under AB540 and that they would be charged the regular instate tuition. He stated that the sad part about AB540 is that the Governor did not wish to include financial aid, so individuals who have financial aid would be charged the instate tuition, but at the same time, may not be eligible for the same type of financial aid that others would be.

Trustee Ramos asked if the District has a procedure to inform students who may be beneficiaries of the AB540 of their instate payment rate and if it was in the catalog for reference.

Chancellor Day stated that these rates would not apply to the recipients and beneficiaries of that new legislation at all. He stated that the District has provided this information in the college catalog.

Trustee Ramos asked if there are any provisions within the catalog or any other of the marketing materials of City College to inform students that AB540 beneficiaries are not subject to the $130 payment.

VCSD Griffin stated that the District has put the information in the schedule and City College catalog. He will make sure to footnote information for students who are AB540 beneficiaries and who are in an ambiguous legal status within the United States in the catalog for next fall.

President Rodis called for the vote, All the Trustees said, “Aye”, B1 was adopted.

ACTION ON B2
Authorization is hereby given to extend contract with Vavrinek, Trine, Day & Co., LLP to provide the District’s FY 2002 Annual Audit and auditing related services at a cost not to exceed $120,000

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

Trustee Marks asked how long has the audit firm been with the District.

CFO Kendrix stated that Vavrinek, Trine, Day & Co. has provided assistance for four years.

Trustee Marks asked why is the District extending for Vavrinek, Trine, Day & Co., which seems to be in violation of the District’s policy of retaining services of up to four consecutive years. He also suggested as an amendment that the District should acknowledge in the resolution that the District policies say four consecutive years.

VCFA Goldstein stated that the District has made a very strong effort to try to get some competition for audit services and to move on to a new firm but the District could not generate any interest from other audit companies.

Trustee Marks suggested that the resolution should be amended and state the following.” To remove the phrase about an option for two one-year renewals, at the beginning of the first paragraph, and then later on in the fourth paragraph. And in the first paragraph just say that RFP distributed for those years is in keeping with the District’s policies that auditors may be retained for a period of up to four consecutive years and acknowledging that this particular firm has already been on contract for four years.”

President Rodis asked when the RFP was issued was the audit firm informed that the RFP was for 2002 through 2005 and an option for two one-year renewals. So, if the District were to modify the contract after the firms had made their bids and made their proposals, would there be a problem.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
VCFA Goldstein stated there would not be such a problem as the RFP will be reissued.

President Rodis called for a motion, Trustee Marks moved the motion, and Trustee Grier seconded the motion. All Trustees voted, “Aye” the amendment was approved.

President Rodis called for the vote, All the Trustees said, “Aye”, B2 was adopted as amended.

**ACTION ON B3**
Authorization be given to enter into instructional service agreements with YCD and VVJET on an as needed basis for a period of three years, effective May 1, 2002 until April 31, 2005, not to exceed $64,000 per year, based upon available funds

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

Trustee Marks asked if this contract was with both organizations and to explain the funding for this contract.

Phyllis McGuire, Dean of the Evans campus stated that the bottom numbers are the fund numbers for the trade skills department, and it is a contract entering an agreement for both organizations, separate agreements but same type of service.

President Rodis called for the vote, All the Trustees said, “Aye”, B3 was adopted.

**ACTION ON B4**
Authorization be hereby given to contract with The Foundation for California Community Colleges for Facilities Condition Analysis and Assessment (FCAA) System Design, Development, Testing & Deployment, to be completed on or before December 31, 2002, at a cost of not to exceed $75,000

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

Trustee Ramos asked is this a mandate from the State Chancellor’s office and does the District have a prorated portion of the entire payment that is needed.

VCFA Goldstein stated that the State Chancellor’s office wouldn’t use the word mandate. He stated that they made it clear between the lines that if the District was involved they would look upon that in a friendly manner as they evaluate all requests for capital funding. He stated that the final figure to the District is much likely to be lower than $75,000 because they have more districts then they originally thought would have signed up to split the cost. He stated that isn’t a mandate, but it is something that would be in our interest.

President Rodis called for the vote, All the Trustees said, “Aye”, B4 was adopted.

**ACTION ON B5**
Adoption of a summation of the District’s proposed Five-Year Construction Plan to be submitted to the State Chancellor’s Office for review and approval

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

Trustee Berg gave a report on behalf of Trustee Wong on the Facilities Committee meeting, where various discussions occurred, about the five-year plan.
Susan Lopez, City College Instructor expressed her concerns about the new Mission Campus and hopes for continuing support for the new Mission Campus to be built.

Marcia Campos, employee at City College, expressed her concern about the Mission Campus. She hopes that due to the lack of space that the current Mission Campus provides the new Mission Campus will be built soon.

Trustee Ramos expressed his concerns about the new Mission Campus. He stated that there is a disagreement on this Board as to where that campus should be built and exactly what the perimeters of the existing property earmarks for the Mission Campus. He stated that the administration has made assurances to this board that they’re working full speed on the issue and the District would have resolution or at least clarification of the vision of the District with regards to the mission campus.

President Rodis stated that he would like to clarify that the new Mission Campus will be built. He stated that the only question is exactly where. He stated that although there are certain groups that have made certain things difficult there Board is trying to see how that matter could be resolved because this Board is determined to have a new Mission Campus built as soon as possible.

Trustee Berg echoed what President Rodis stated about the new Mission Campus. She stated that the Board is exploring its options in terms of where the campus will be located, and exploring them with due diligence.

John Robinson, Faculty member of City College of San Francisco expressed his concerns about the Mission Campus.

President Rodis called for the vote, All the Trustees said, “Aye”, B5 was adopted.

**ACTION ON B7**
Authorization be given to contract with SOM from May 1, 2002 through May 1, 2003 for special services and advice to provide the District with architectural and engineering services, for the Project: District Facilities Master Plan Architectural & Engineering Consultant at a cost not to exceed $750,000

President Rodis called for a motion to put Resolution No. 020425-B7 on the resolutions agenda for discussion. Trustee Berg moved the motion, Trustee Carter seconded the motion. President Rodis called for the vote, All Trustees said “Aye”, except Trustee Ramos who said, “nay”, B7 was placed on the agenda for discussion. The vote was 5 to 1.

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

Trustee Ramos expressed his concerns about how many consultants the District is hiring in order to guide and assist the Board and the District in the implementation of Prop A funds.

VCFA Goldstein stated that Blomquist consultants are managing the initial stages of bond projects for the District.

Trustee Ramos stated that given this tight budgetary situation that the District is currently in it behooves him to ask administration what is the administrative picture with regards to the role of consultants in Prop A. He also asked if the District is going to hire more consultants and in what scope or what capacity. He asked if this is the beginning of the need or the end of the beginning with regards to consultants.

VCFA Goldstein clarified for the Board that services from Blomquist consultancy would not be charged to the operating budget of the college. He stated that the District’s financial situation is

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
not affected by these contracts. He stated that these are bond related tasks that are paid out of bond funds. He stated that in the proposal for SOM, it’s important to know that the District has been criticized by local regulatory agencies who are dedicated to looking at city planning issues for having admittedly a rather weak facilities master plan in place. The District has committed specifically to the City planning department to improve this. The firm of SOM is one that is highly qualified in city planning. They will be providing assistance with site selection and site orientation for the Ocean Avenue Campus.

Trustee Ramos asked if the District was hiring SOM to save money and what was the full spectrum of this contract.

Chancellor Day stated that a significant portion of what SOM is doing for the District would have to get done anyways and the District would have to spend that money in the course of doing our bond projects.

Trustee Ramos stated for clarification for the public that SOM will provide in terms of services to the District is a comprehensive, overall structure, a discipline over project management. He asked with regards to previous hiring of the Blomquist consultancy is there an overlap between the two functions, and are they going to be cooperating.

VCFA Goldstein stated that Blomquist consultancy would be cooperating SOM in meeting the District’s needs. He stated that Mr. Blomquist has helped the District through the process in terms of making the best selection during the competition for master planning services.

Trustee Ramos asked if SOM will provide estimates of project costs per specific project or is it more of a schematic conceptual type of service.

VCFA Goldstein stated that they might give us some cost estimates for smaller projects. He stated for major projects it wouldn’t be their task.

Trustee Ramos asked if the $750,000 was the projected amount of the contract.

VCFA Goldstein stated that the District goal is to try to bring this in under $750,000 but the District will not exceed $750,000.

Trustee Berg expressed her support for SOM. She stated that SOM is a major international known architectural and engineering firm and is extremely well positioned to do a master plan for City College.

VCFA Goldstein gave reassurance that the District has checked references of this firm with other Higher Education Institutions in California and those references have been superb.

Trustee Marks echoed Trustee Bergs sentiments and requested that the Trustees be included in the process so that our facilities committee has an opportunity to hear from and engage the planning team.

Chancellor Day stated that it would be built in as an expectation in the scope of work once we get the plans.

Trustee Marks suggested a couple of amendments to the resolution so the resolution specifically identifies the representatives from SPUR & San Francisco Planning Department. He also wanted the resolution to be amended to clarify that the Chancellor has selected SOM to be recommended to the Board to provide these services.

President Rodis called for a motion to amend the resolution. Trustee Marks moved the motion, Trustee Carter seconded the motion. All the Trustees said, “Aye” the amendment was adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Grier asked how the contract compliance officer determines compliance with this resolution.

VCFA Goldstein stated that the District expects our contract compliance officer, Norma Nelson to assist the District with verifying that firms are complying with the SLBE policy. He stated that Ms. Nelson checks that they have met the percentage goal that is required.

Trustee Grier asked if she is an observer of the process.

VCFA Goldstein stated that she is an observer but an observer with an eye toward fairness. She is there to make sure that the District is following the rules. He stated that her expertise goes beyond SLBE. He stated that Ms. Nelson has a good deal of expertise in public sector contracting processes as well.

President Rodis called for the vote, All the Trustees said, “Aye”, B7 was adopted.

**ACTION ON B8**
Authorization be hereby given to contract with 3D/International Corporation for a Facilities Condition Analysis and Assessment, to be completed on or before November 30, 2002, at a cost of not to exceed $140,000

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

President Rodis called for the vote, all the Trustees said, “Aye” B8 was adopted.

**ACTION ON B9**
Authorization hereby be given to contract with Page & Turnbull, a certified Local Business Enterprise, for continuing special services and advice to provide the District with complete historic preservation architectural services, for the Project: New Campus for Chinatown/North Beach, including the Historic Preservation of the Colombo Building at a cost of $16,090 to be completed on or before June 30, 2002

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

Trustee Marks asked what was the scope of what is being proposed.

VCFA Goldstein stated that Mr. Turnbull’s Firm has been directly involved in an advisory capacity throughout the selection process, as that role was required in the settlement agreement that followed a lawsuit involving this campus.

Trustee Marks asked would their participation in setting up the process to get an architect for that campus preclude them from being a subcontractor.

VCFA Goldstein stated that they have acknowledged that and they are willing to go forward with this engagement with that understanding.

President Rodis called for the vote, all the Trustees said, “Aye” B9 was adopted.

**ACTION ON B12**
Authorization hereby be given to contract with Futton, Inc. for coordinating the Transfer/Degree Program between Zhejiang University City College of China and City

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College of San Francisco. CCSF will provide the instruction in China with Futton, Inc. paying all CCSF’s training cost. No general fund nor public fund will be or can be expended on this program. The term of this agreement is from June 1, 2002 to June 30, 2004, for a total not to exceed $869,610

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

Trustee Ramos asked for an overview about the contract with Futton.

Judy Teng, Dean of Contract Education explained that Futton is a San Francisco based company that specializes in promoting improved understanding between the American and Chinese business communities. She stated that after much preliminary work, Contract Education is ready to seek approval to enter into a twelve (12) year cooperative agreements with Futton, Inc. She explained that the terms of the implementation budget are renewable every two years. She stated that Futton would pay CCSF for all the contracted training cost in China, including housing for faculty and staff. Futton, Inc. will also arrange similar agreements with Zhejiang University City College of China and a four-year university in the United States that will provide the upper division courses and graduate degree.

Dean Teng explained budget projections for the contract. She stated that they are based on the assumption that CCSF offers thirteen not-for-credit ESL and study skills college preparation classes, pending review and approval of the 1st semester pilot activity by the Academic Senate and appropriate Academic Department's, the option of offering up to two credit transfer courses will be offered in the second half of the first year. She also stated that the 2003-04 budget is based on the assumption that the Academic Senate gives its approval to continue and the program offers six not for credit college preparation and up to eight credit transfer courses. She concluded that the budget is based on the assumption that the District serves a total of two hundred students.

President Rodis commended Dean Teng for all of her efforts with the contract.

Counsel Lee stated that if the Board was not comfortable with the contract and since it is still in the pilot stage the District may step away from the contract.

Trustee Berg commended Dean Teng for her efforts and for making this possible.

President Rodis called for the vote, all the Trustees said, “Aye”, except for Trustee Ramos who said, “Nay”, B12 was adopted.

**ACTION ON B14**
Authorization is hereby given for approval to contract with the Rsmart Group, Inc., for $625,000 for the period May 1, 2002 through April 30, 2003

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

Trustee Ramos asked if this contract went through an RFQ process.

Chancellor Day stated that this contract did not go through an RFQ process because they are selected based upon their experience with FIPSE.

Trustee Ramos asked if the District had a legal obligation to go through an RFQ process.

Chancellor Day stated that the District does not have a legal obligation to go through an RFQ process for an IT contract.
Counsel Lee stated that there is no legal requirements for an IT contract to go through an RFQ process.

Trustee Ramos expressed his concerns about the contract and about how the contract should have followed an RFP protocol since the District has the flexibility to award this type of contract to a minority entity.

Chancellor Day expressed his support for The Rsmart Group, Inc (TRG) and gave an overview of the process that the contract went through.

Trustee Marks stated that it would be helpful to understand the RFQ process because it may be confusing.

Trustee Carter expressed his thoughts about this contract. He stated that the Board of Trustee has already passed a prior resolution and it would be irresponsible for this Board not to approve this resolution to provide technology services for the National Articulation and Transfer Network (NATN) based upon an RFQ question.

Trustee Ramos stated that he felt that there was not much diversity in it contracts and felt that it was evasive because it did not go through an RFQ process.

Trustee Marks asked how would the District initiate a process that addressed the issue of RFQ's, RFP's, and various related issues. He also asked how the process of RFQ's and RFP's intersects with federal, state, and local law.

President Rodis stated that at the next board meeting or at some point the Board can get a report from the Administration about what the state policies and local policies are in this area.

Trustee Marks asked how does the Board initiate the process for examining policies.

President Rodis stated that by raising the question.

Trustee Berg stated that she would like to see a report about when the District needs to do an RFP, RFQ process and what rules and laws regulate it and what our policy manual states. She stated that after that report is completed the District can look at the implications, and make a decision on what to do. She stated that she agrees with Trustee Carter insofar that this resolution is not the resolution to make a stand on. She also stated that the District has already hired the firm and all that the District is doing is extending the contract. She stated that the District needs to act responsibly to continue to work.

Trustee Grier asked if there were time restraints on this resolution or could it be tabled it for next month?

Trustee Rodis stated that the duration of the contract is from May 1, 2002- April 30, 2003 and that, and the Board approved it for the continuation, which was entered on August 30, 2001.

Chancellor Day expressed his efforts to get a congressional earmark allocation which has been awarded as an augmentation through FIPSE to the City College of San Francisco. He stated that the money has to be spent during a federal government fiscal year, which ends on September 30, 2002.

President Rodis called for the vote, all the Trustees said, “Aye”, B14 was adopted.

**ACTION ON S1**

District’s 2002-2003 Legislative and Budgetary Priorities

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Berg moved the resolution, Trustee Carter seconded the motion.

Trustee Marks asked about the legislative committee meeting about the capital outlay funding for preliminary plans for Chinatown/North Beach campus, working drawings for the Mission campus, and preliminary plan and working drawings for the John Adams campus, and stated he would like an explanation.

Trustee Carter stated that at the legislative committee there was an issue around the construction funds for the Mission Campus and there was a typographical error in the funding. He stated that the resolution reflects that modification.

Leslie Smith, Director of Government Relations gave a brief overview of the resolution and clarified the typographical error.

Trustee Marks expressed his concerns about how it may be confusing how the Mission Campus and Chinatown/North Beach Campus are being funded. He asked for clarification if the District is not going to get funding from the State bond in November of 2002, should the District expect getting funds from the bond in March 2004 and if so, how can the District proceed.

Chancellor Day stated that the funding would come out of the bond that will be approved in November of 2002. He explained that the following year, which would be 2003, the District would get the working drawing funds for Chinatown/North Beach and construction funds for the Mission.

Trustee Marks asked from what source will these funds be available to the District.

Chancellor Day stated from the November 2002 Bond.

Trustee Marks asked why wasn't it listed in the resolution.

Chancellor Day stated that this is only a list for this year.

Trustee Ramos asked if the capital outlay that is in the resolution is referring to fiscal year 2002-2003.

Ms. Smith stated that is correct and that the state is running on a one-year budget cycle. She gave a brief overview of the state budget process.

President Rodis called for the vote, all the Trustees said, “Aye”, S1 was adopted.

**ACTION ON S2**


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

President Rodis called for the vote, all the Trustees said, “Aye”, S2 was adopted.

**ACTION ON S3**

Supporting the City’s $250 Million Affordable Housing Bond Proposal, 2002, entitled “Homes for the City”

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

Trustee Grier asked if there were any discussions with San Francisco Unified School District.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day stated that it was not formally endorsed but San Francisco Unified School District will be formally presented with the information.

President Rodis called for the vote, all the Trustees said, “Aye”, S3 was adopted.

IX. **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 highlighted various activities such as the “wok on the wild side” buffet, education committee meeting, and the Asian Coalition Dinner. She thanked Trustee Carter for attending the spring session for Academic Senate and congratulated colleagues for various items. She attended the State Academic Senate Session and expressed her concerns about the budget. She highlighted various items that she has been involved with during the past year and she thanked various people who got her involved with the Academic Senate.

President Rodis thanked her for leadership as the President of the Academic Senate.

X. **Report from Associated Students**
Rick Cantora, President of the Associated Students gave a brief overview on what the Associated Students is currently involved in. He thanked the poll workers, especially Gigi Lau for all of their efforts with the Associated Students election. He stated that the tour of City College Ocean Avenue Campus for high school students that was provided by Jya Mejia was a success. He also thanked Ophelia Clark, President of the Academic Senate for a wonderful working relationship.

Otto Wong, Election Commissioner for the Ocean Avenue Campus highlighted the Associated Students election. He gave the results of the elections (1259 votes credit, 503 votes non-credit) and stated that this election had great results at all campus sites.

Skip Fotch, Dean of Student Activities thanked Otto Wong and Gigi Lau for all of their efforts with the Associated Students elections. He announced that the new Student Trustee is Rick Cantora and that Prop. S did not pass with a 2/3’s vote. He gave an overview of Prop. S and thanked the people who were involved.

Student Trustee Hines asked if there was a plan B regarding Prop. S. She stated that Prop S is basically giving the students the opportunity to have an option to bring forward a student representation fee for one dollar per semester and this money resides in a pot for specific lobbying efforts internal, external state, and federal. She wanted to thank all who were involved with this effort.

Dean Fotch stated that there currently isn’t a plan B, but he will be working towards one.

Otto Wong thanked Jim Keenan and Chancellor Day for all of their assistance with the Associated Students elections.

President Rodis thanked Otto Wong and Dean Fotch for all of their work with the election process. He congratulated Rick Cantora and William Walker for their newly elected positions.

XI. **Report from the Classified Senate**
Steve Kech, first Vice President of the Classified Senate gave a brief overview on what the Classified Senate is currently involved in. He stated that a group of classified senators worked on standard 7 and standard 10 for the last midterm report and submitted their report. He also stated that a group of classified staff went to Sacramento to try to work with the Community College league to represent their case. He also stated that the election of senators is also approaching.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day stated that there are some students from the Guardsman present, and wanted to recognize Professor Juan Gonzales, who is their advisor and who recently received statewide awards for the paper.

Professor Juan Gonzales thanked the Board and the Chancellor for recognizing the Guardsman and some of the work they have been doing for years. He stated that this year, the Guardsman staff has continued their trend of getting recognized as one of the better newspapers in the state of California, by picking up eighteen awards at the Journalism Association for Community Colleges.

Trustee Rodis stated that it is really important that the Guardsman be an integral part of the District and hopes that he will see more reporters at the Board meetings.

XII. Board of Trustees’ Report

Student Trustee Hines gave a brief overview on what she has been involved with for the past month. She thanked Ophelia for all of her leadership and congratulated all the Associated Students Officers on their newly elected positions. She announced that on May 8th the Woman’s Resource center would be hosting a fundraiser to benefit the HARTS program.

Trustee Ramos asked why were post cards for the Associated Student elections disseminated directing students to contact local deans in order to find out who the candidates were.

Dean Fotch stated that the Student Trustee information was handed out prior and then the student Trustee translations packets came in later. He stated that the timing was a little bit different, and he wasn’t able to have all four languages present for the publication to go out. He stated that he made sure that it was available to all the campus deans as soon as the publication was ready. He explained that was the reason for the reference to the campus deans having that information posted on their campus so that the students would have access to it.

Trustee Ramos asked if the District’s policy could be changed regarding ESL programs and transferring to CAL State?

Counsel Lee stated that the issue is in discussion with the State Chancellor’s office. He stated that the ESL department recently revised its credit ESL curriculum and when the District resubmitted those courses to the State Chancellor’s office, the District was expecting that some of these courses would return as “degree applicable” because they were comparable to the previous courses. The District found out that the State Chancellor’s office is looking at them differently, calling them “non-degree applicable.” He further stated that the District is in conversation with the State Chancellor’s office and working with Leslie Smith, Director of Government Relations to appeal the decision.

Trustee Ramos stated that he finds this troubling, given the impact that would have on many students with their career paths and their expectations of receiving an AA degree.

Counsel Lee stated that the State Chancellor’s office is not saying that they are changing their policy. He explained that it’s their interpretation that these courses are one level below English 1A. He stated that the District is arguing with them that in the past, CSU or UC accepted these courses as transferable, and they would automatically recognize them and then would say these are “degree applicable”. He expressed another issue is that studying ESL is not quite the same thing as studying remedial English and the District would like to consider the student studying ESL as studying a foreign language, and a foreign language would be degree courses.

Trustee Ramos asked if this is a statewide interpretation or specific to City College of San Francisco.
Counsel Lee stated that there is a wide range in terms of how different colleges look at their ESL courses.

Trustee Ramos asked if the Board could get a report at the next meeting regarding this issue.

Trustee Marks gave a brief overview on what he has been involved with for the past month. He stated that he attended Nancy Pelosi’s kick off party, and reviewed the Education Committee report. He hopes that at the next retreat that there would be discussion about standard 10 and commended Chancellor Day on strategic planning for the District.

Trustee Berg gave a brief overview on what she has been involved with for the past month. She thanked Ophelia Clark for all of her efforts as Academic Senate President and mentioned that it was a pleasure working with her. She highlighted that her goal is to visit every campus, and she toured SBC, which is a great program. She attended the reception for the newly tenured faculty members as well as the “Wok on the Wild Side” buffet dinner. She also attended Nancy Pelosi’s kick off party as well as the strategic planning session.

Trustee Grier gave a brief overview on what she has been involved with for the past month. She thanked Ophelia Clark for all of her efforts as Academic Senate President and mentioned that it was a pleasure working with her. She also stated that Bob Varni, prior Board member for City College of San Francisco suffered a heart attack and wants him and his family to know that the District wishes him well and a speedy recovery.

Trustee Carter gave a brief overview on what he has been involved with for the past month. He thanked Ophelia Clark for all of her efforts as Academic Senate President and mentioned that it was a pleasure working with her. He attended the Bay 10 dinner and the Mayor’s Youth Economic Power Day. He thanked Leslie Smith for providing the Legislative Committee meeting with information. He also attended the Northern California Hispanic Chamber of Commerce seventh annual Hispanic Business salute, which was a great success, and Nancy Pelosi’s Kick off reception. He looks forward to attending the AFT policy reception, and working with City College of San Francisco’s one stop/housing authority program.

President Rodis gave a brief overview on what he has been involved with for the past month. He thanked Ophelia Clark for all of her efforts as Academic Senate President and mentioned that it was a pleasure working with her. He also congratulated Ray Berard on his retirement and thanked him for all of his services at the District. He thanked Ric Cantora and staff for all of their efforts with the Associated Student elections. He expressed how exciting it was to hear that all the various programs that the District provides were recognized by various awards for their leadership. He also expressed his concerns about the airport screeners who may loose their jobs at the San Francisco International Airport.

XIII. Chancellor Report

Chancellor Day thanked Ophelia Clark for all of her efforts as Academic Senate President and mentioned that it was a pleasure working with her.

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. He highlighted the following:

- Education Committee and Legislative Committee Meeting
- City College of San Francisco Sunshine Ordinance Advisory Committee meeting has been rescheduled
- Progress report for Resolution No. 011115-B27, Fix-A-Gene project.

He thanked Counsel Lee, Linda Squires-Grohe, Dean of the JAD campus and various classified staff for all of their assistance with the advisory committee meeting.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
XVI.  **Closed Session Announcements**

None at this time

XV.  **Public Comments**

Ed Tong, Member of the coalition for economic equity expressed his concerns regarding the consultants study of the feasibility of project labor agreements for Prop A projects.

XVI.  **Adjournment:**

President Rodis called for a motion. Trustee Berg moved the motion, Trustee Marks seconded the motion. At the call of the question, All Trustees’ said “Aye”. Meeting adjourned in memory of Marcos Gutierrez, Jr., Faculty member in the Broadcasting department, meeting ended at 10:15pm

Submitted by,

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

The minutes are based on the transcription of the proceedings taken by Transpose, Certified Transcription Service in San Francisco.

The foregoing Minutes approved at the meeting of the Board of Trustees

________________, 2001

Approved: __________________________________________, President

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
May 30, 2002
City College of San Francisco
33 Gough Street
Gough Street Campus

I. Open Session:

Call to Order: President Rodis called the meeting to order at 6:10 P.M.

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

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

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

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

Trustee Marks suggested a few modifications, which should be reflected in the April minutes.

President Rodis called for a motion. Trustee Ramos moved the adoption of the minutes, Trustee Berg seconded the motion, All Trustees said, “Aye”, except Trustee Wong who abstained from the vote, the minutes for the April Regular Board 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. He stated the originators for Resolution No. 020530-S4 were left off and it should state that the originators are President Rodis, Trustee Wong, and Trustee Berg. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

President Rodis called for a motion. Trustee Berg moved adoption of the Resolutions Agenda Trustee Grier seconded the motion. All Trustees voted the Resolutions Agenda was adopted.

V. Approval of Consent Agenda Items
Trustee Grier moved to adopt resolutions B1-B21 as consent calendar items, with the exception of B11, B19, and B21. Trustee Carter, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The B resolutions were adopted.

Trustee Berg moved to adopt resolutions C1-4. Trustee Wong seconded the motion. At the call for the vote, all Trustees said, “Aye”. Resolutions C1-C4 were adopted.

Trustee Wong moved to adopt resolutions G1-S1 as consent calendar items, with the exception of S1, Trustee Berg, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The G-W resolutions were adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
VI. Special Presentation

President Rodis stated that due to the interest in time the Board will ask that the special report that our director of marketing and public relations is scheduled to be making tonight be postponed to next month’s board meeting.

President Rodis commended Student Trustee Toni Hines for all of her efforts on the Board. He stated a few sentiments about Trustee Hines and presented her with a plaque of recognition for her outstanding contributions as a Board member.

Trustee Hines thanked the Board and all the students that have supported her for the last two years.

VII. Monthly Financial Report

VCFA Goldstein gave the monthly financial report as of May 21, 2002 (FY2002). He stated the College’s spending to date and projected spending for the year is within budget. With 89.23% of the fiscal year completed, the College has expended and encumbered 90.22% of the approved operating budget. He also stated that the District is projecting that when the fiscal year is completed, the College will have spent 99.12% of the approved operating budget.

VCFA Goldstein explained that the District’s current revenues are tracking in accordance with the revised budget projection. He stated that the District is projecting that when the fiscal year is completed the College would have received a total of $152,382,898 in total revenue, which is about $286,000 less than estimated expenditures. He stated a slight increase in the expenditure projection since last month has reduced the estimated unreserved undesignated balance down slightly to $1.70 million. He stated that the District’s steps to reduce year-end spending for supplies; materials and equipment are still in effect along with severe restrictions on hiring for the remainder of the fiscal year.

VCFA Goldstein stated that at this time the District is projecting an unreserved undesignated balance, of $1,709,942. He also stated that as a result of enrollment growth and with the prudent management of the budget it appears that the District would increase the Board Designated reserve to create a buffer against state cuts in fiscal year 2003. He explained that the District’s goal is to increase the Board’s designated reserve to $5,500,000 at the end of the current fiscal year. He also stated that this would be an increase of $550,000 from the previous fiscal year.

VIII. Action on other Resolutions Agenda Items

ACTION ON B1
Resolution authorizing the issuance of a 2002 Tax and Revenue Anticipation Note and participation in the Community College League of California cash flow financing program

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

VCFA Goldstein highlighted the importance of the resolution to the District.

President Rodis called for the motion, Trustee Berg moved the motion, and Trustee Carter seconded the motion. All Trustees voted, “Aye” the amendment was approved.

President Rodis called for the vote, All the Trustees said, “Aye”, B1 was adopted.

ACTION ON S5
Recognition of Service

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Berg moved the resolution, Trustee Grier seconded the motion.

President Rodis expressed his appreciation to Reginald Alexander for all of his efforts working with the District. He stated that the Board would like to commend him for his fifty-two years of contribution to educational excellence of the San Francisco Community College District and wishes him a well-deserved retirement.

Mr Alexander thanked the Board for the honor and stated that it has been a wonderful career at City College of San Francisco.

Trustee Berg commended Mr. Alexander for all of his efforts with the District and congratulated him on his retirement.

President Rodis called for the vote, All the Trustees said, “Aye”, S5 was adopted as amended.

**ACTION ON B4**
Authorization be hereby given to contract with Pacific Communications Associates, Inc. to conduct a feasibility study of interconnecting the campuses via fiber optic cable for a cost not to exceed $45,000

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

Trustee Ramos asked if someone could clarify the previous evaluations that the District has had on fiber optic network at City College of San Francisco.

Chancellor Day stated that all the fiber optic work has been done in the past has been campus based and has been about bringing connectivity to each building within a particular campus. He stated that this focuses on the issue on what is the best and most cost effective technology that the District would use in order to connect each of the campuses which is a different problem. He explained that the District will examine the way in which we might be able to piggyback on top of existing phone company lines. He also stated that the District will do a comparison as to what is the most cost effective deal with maximum ability to connect the campuses. He stated that this was not within the scope of work of original group which Trustee Ramos is referring to which is Angus Hamer.

Trustee Ramos asked how did Pacific Communication Associates come to the attention of the Community College District.

VCFA Goldstein stated that they were involved in a previous engagement with the District. He also stated that unfortunately, Doug Re who is the Dean of ITS is not present tonight but the District will follow up and get an answer from Doug.

Trustee Ramos asked if Doug Re is the person that engaged in negotiations and discussions.

VCFA Goldstein stated that Mr. Re is the day-to-day manager for ITS, is the prime contact for this contractor, and he has worked with this contractor before.

Trustee Ramos expressed his concerns with the District procedures and how this entity came to the District's attention. He stated that fiber optic networks and land based and line based types of communication technologies are perhaps antiquated to a great degree and that the District should look into wireless technology for the future.

Chancellor Day stated that wireless technology is certainly going to be one of the technologies that the District will be looking into.
Trustee Marks reminded the District that at the last meeting Trustee Berg and others asked about the possibility of receiving a report that would clarify the RFP and RFQ process and also selecting process for contractors. He stated that perhaps that Trustee Ramos question has to do with a bigger issue of contracts that come to the Board for approval without Board members quite understanding the process.

Chancellor Day stated that the Board would have a full report at the June Board meeting.

Trustee Ramos expressed his concerns that the District should comply with state law and should do its best to represent taxpayers’ dollars.

Chancellor Day explained that the District is doing everything we can to fully comply with State laws and represent taxpayers’ dollars.

President Rodis called for the vote, All the Trustees said, “Aye”, B4 was adopted.

**ACTION ON B6**

Authorization be hereby given to contract with ViaNovus Inc., for the project: Project/Construction Management Software For District’s Capital Outlay Improvement Projects, to be completed on or before June 30, 2003, at a cost of not to exceed $72,640

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

Trustee Ramos asked how did ViaNovus came to the attention of the District.

Tobin Kendrick, project manager explained that ViaNovus came to the District’s attention a year ago. He stated that he asked one of the District’s contract construction managers that we have contracted with to look into software packages because the facilities planning office really was in need of something that could better organize the way expenditures are tracked. He continued to give a brief overview and highlighted that the District looked at various alternatives and ViaNovus software was the best suited.

Trustee Ramos asked if this entity came to Mr. Kendrick attention by independent research.

Tobin Kendrick stated that yes it was through independent research.

Trustee Ramos asked if the state was looking at ViaNovus.

Mr. Kendrick stated that currently there aren’t any state standards for facilities management software.

Trustee Ramos asked if Mr. Kendrick was the person responsible for deeming this professional service contract.

Mr. Kendrick stated that he was the person responsible for deeming the contract.

Trustee Ramos asked if the $6800 will cover all costs to make the program fully functional for facilities planning department or is it a separate cost from the budgeted cost.

Mr. Kendrick explained that the initial support is in there for the first year. He explained after that, it is pretty much that amount of money to get upgrades at all times and have tech support.

Trustee Ramos asked how many consultants from this entity would be available for use by the college district.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Mr. Kendrick stated that he doesn't have the specific number.

Trustee Ramos voiced his concerns about Via Novus because of various situations that came up with the Banner program.

Chancellor Day reassured Trustee Ramos that the Banner program is a much larger contract and that the District wants to keep this program to a minimum. He stated that the District is hoping that they only have one expert that comes in and trains Mr. Kendrick and then let him train the rest of the staff.

Trustee Carter asked if this oversight of project still pending under the 1997 bond allocation.

Mr. Kendrick stated that this project is not under the 1997 bond allocation.

President Rodis called for the vote, All the Trustees said, “Aye”, B6 was adopted.

**ACTION ON B7**
Authorization be hereby given to contract with Interstate Grading and Paving, Inc., the responsive low bidder, for the project: Stadium Football Field Grading For Turf Replacement, to be completed on or before July 31, 2002, at a cost of not to exceed $208,817

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

Trustee Ramos asked to explain the justification for the turf replacement and why it’s deemed necessary at this point in time given the concerns about the budget and the allocation of the expenses and the relationship of prioritizing resources here at the district.

VCFA Goldstein stated that this is a capital project not part of the operating budget of the District. He explained that the proceeds from the bonds that are specifically designated for these types of capital improvements, have no impact whatsoever on the operating budget. He stated that if the District does not spend this money, it would not improve the District's budget.

Chancellor Day gave a brief overview why the District is going to replace the turf. He explained as a part of Prop A there are several major facilities that are going to offer a set of changes for the District on the Ocean Avenue campus. Currently, one of the commitments is to position the campus to face Ocean Avenue. He stated that the District has decided that the community health and wellness fitness center would be located in an area that is part of what we call Lot B and the practice field. He stated that the District has decided to put a new turf on the football field because in the past the District has constantly had to returf the field. So, by putting down this new type of turf it would allow the football team to practice and play their games on the field as well as the soccer team.

Trustee Ramos asked how this project came to the top of the list with regards to the improvements on the 1997 bond and whether they were even in any documentation beforehand.

VCFA Goldstein stated that it would be incorrect to characterize it as the top of the list. He stated that the 1997 bond dollars were allocated in the case of the Ocean Avenue campus to the specific facilities. He stated that the District is trying to follow not only health and safety priorities, but to some extent the democratic process that includes the people in the departments who use those facilities the most in terms of what their priorities are. He stated that the people in the PE department deemed this an important project and look at it as necessary for the new health and wellness center.

Trustee Marks stated he wanted to make sure he heard the chancellor correctly. He reiterated that it is not about this particular turf issue but somebody had decided about the placement of the
health and wellness center. He stated that it seemed to him that the placement of any new facility would really follow the conclusions of the facility master plan and no decision should be made about the placement of any new facility until that happens.

Chancellor Day stated that the District has been discussing the preliminarily plans of where the facility will be located with the people doing the master plan. He stated that since the District is going to be spending the next year doing preliminary plans and developing the ed. specs I would be very surprised to see the master plan ending up in another location but it is possible.

Trustee Ramos asked for a roll call vote. It was as follows:

<table>
<thead>
<tr>
<th>Trustee</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Trustee Ramos:</td>
<td>Nay</td>
</tr>
<tr>
<td>Trustee Wong:</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Carter:</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Rodis:</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Grier:</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Berg:</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Marks:</td>
<td>Aye</td>
</tr>
<tr>
<td>Student Trustee Hines:</td>
<td>Aye</td>
</tr>
</tbody>
</table>

President Rodis called for the vote, All the Trustees said, “Aye”, except Trustee Ramos, B6 was adopted.

**ACTION ON B8**
Authorization be hereby given to contract with Turf Builders Company, the responsive low bidder, for the project: Stadium Football Field Turf Replacement, to be completed on or before August 31, 2002, at a cost of not to exceed $426,959.35

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

President Rodis called for the vote, All the Trustees said, “Aye”, B8 was adopted.

Chancellor Day commended Ophelia Clark and presented her a plaque for all of her efforts as president of the Academic Senate and faculty member of City College of San Francisco.

President Rodis commended Ms. Clark for all of her efforts and expressed a few kind words of appreciation.

Trustee Grier commended Dr. Helen Dilworth, CCSF Music Department instructor, and David Tigner Vocalist and teacher at City College of San Francisco for their long time commitment to performing and teaching.

Dr Helen Dilworth and David Tigner thanked the Board for the honor.

**ACTION ON B11**
Authorization be and is hereby given for approval to contract with Dr. Valerie Natale of Obura Co. for the time period of June 1, 2002 through March 31, 2003, in the amount not to exceed $75,650

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

Trustee Grier asked if someone could talk a little about the project and how Ms. Natale would be able to facilitate community and industry partnerships.
Kristin Hershbell, Associate Dean of Grants and Resource Development gave a brief overview about the background of the resolution. She stated that the District would set up a community liaison in various communities throughout San Francisco to try to bring a diverse student body into the project. She stated that to ensure a diverse student body she works with Elizabeth Brent and various deans.

Trustee Grier asked what strategies would be put in place for retention.

Ms. Hershbell stated that the District would have tutoring and mentoring programs in place to help students succeed particularly with respect to math because that is one of the difficult concepts at a certain level. She stated again it would be collaboration with various deans on the campuses to ensure that the District is utilizing all the resources available and using the learning center as well.

President Rodis called for the vote, all the Trustees said, “Aye” B11 was adopted.

**ACTION ON B16**
Authorization is hereby given to contract with Passports Educational Travel for logistical and program arrangements to and within Cuba in connection with a credit program, for 15 days in December 2002 and January 2003

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

Trustee Wong asked what is being done to facilitate our low-income students participating in this program.

VCAA Lee distributed a handout that shows the number of people who applied for financial aid and wish to participate in the study abroad program. She stated that this would give you some statistics as far as the students who went on the semester-length program, not the short term like this particular one but it will give the Board an idea in terms of how many people apply for financial aid.

President Rodis called for the vote, all the Trustees said, “Aye” B16 was adopted.

**ACTION ON B17**
Authorization be hereby given to enter into an instructional service agreement with the San Francisco Fire Department for a period of three years, effective June 1, 2002 until May 31, 2005, not to exceed $200,000 per year, based upon available funds

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

President Rodis called for the vote, all the Trustees said, “Aye”, B17 was adopted.

**ACTION ON B18**
Authorization is hereby given to enter into a subrecipient contract with the San Francisco Unified School District from June 1, 2002- October 1, 2002 for an amount not to exceed $50,000

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

President Rodis called for the vote, all the Trustees said, “Aye”, B18 was adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
ACTION ON B19
Authorization be hereby given to submit an application for funds and to appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges, VTEA I-C Funding, July 1, 2002 to June 30, 2003, not to exceed $1,248,306

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

Trustee Ramos asked who has the discretionary authority to distribute those funds and what is the criteria for the dissemination of the funds.

Phyllis McGuire, Dean of the Evans campus stated that the District has an in-house RFP process, which is based on the four-year plan that the District is required to submit to the State Chancellor’s office. She stated through the Academic Senate the District has the vocational education committee and within that structure there is a subcommittee. She explained that the fund goes through an intensive shared governance process.

Trustee Ramos explained that he is particularly concerned with the equalization of the dissemination of the funds. He asked if Ms. McGuire could produce an outline of where those funds go with regards to particular campuses.

Dean McGuire explained how the funds are disseminated and stated that she will produce an outline to show where the funds are going.

Trustee Carter asked what does student supportive services within these program entail.

Dean McGuire stated that the type of support services that the District provides to students, especially at-risk students, is that the District funds a tremendous amount of tutors in the learning center. The District has also funded the mentor program and other forms of tutoring within specific programs to serve the academic and occupational training needs. She stated that the District has not addressed the financial aid issue and that has not come to us in the proposal.

Trustee Carter asked if a student has a financial aid issue who can they discuss issues with.

Dean McGuire suggested that Dean Jorge Bell has been more than gracious in terms of going out and providing outreach to certain programs.

Student Trustee Hines asked are there other services that have been decentralized at the Evans campus or Southeast or at Mission where people would not have to go to Ocean Avenue Campus.

Dean McGuire stated that the programs that have been decentralized are the more targeted programs, such as The Learn-to-Earn-More Program where the District has integrated tutoring and basic skills and more advanced student services working with the counselors at those campus in specific programs.

Trustee Ramos requested that the minutes reflect his request for a report as to the dissemination of the VTEA funds on a campus-by-campus basis.

President Rodis called for the vote, all the Trustees said, “Aye”, B19 was adopted.

ACTION ON B21
Authorization be given to appropriate all funds receivable from the Chancellor’s Office, California Community Colleges to increase enrollment in the CCSF, Registered Nursing Degree Program, for the period July 1, 2002 to August 31, 2004, in an amount not to exceed $119,402

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8
President Rodis called for a motion. Trustee Berg moved the resolution, Trustee Grier seconded the motion.

Trustee Grier asked given the state of the economy and because this is an outstanding program, and there is a real shortage of registered nurses; is this all we are able to do with this grant.

VCAA Lee stated that the $59,000 that is allocated from the State Chancellor’s office would allow the District to take ten additional students because with the money we can hire additional faculty and provide them the clinical, as well as the theory classes.

Chancellor Day explained that the enrollment levels at our program are driven by several factors. He stated that one is driven by the clinical rotations that they are required to make in the hospitals in the various areas that are part of the program. He stated that the District is limited in terms of the total size of the program. He stated that the District has been looking at this program on a continuing basis and out ability to fill that need is limited by our overall cap that the district has with the state.

President Rodis called for the vote, all the Trustees said, “Aye”, B21 was adopted.

**ACTION ON S1**
Presenting the Initial Proposal of the Department Chairperson Council and the Initial Proposal of the San Francisco Community College District for a Successor Collective Bargaining Agreement, and Placing a Special Order of Business on the Agenda for a Public Board of Trustees Meeting in June 2002 for Public Response to the Initial Proposals

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

Trustee Ramos asked what was the material terms that are different between the successor collective bargaining agreement and the preexisting collective bargaining agreement.

VCFA Goldstein stated that the sunshineing of this item is a required act that’s done whenever the contract itself is renewed. He further explained that negotiations haven’t even stated on this yet, although if someone from the public wanted to comment they could.

President Rodis called for the vote, all the Trustees said, “Aye”, S1 was passed.

**ACTION ON S2**
Adopting the Report of the Public Meeting/Public Records Advisory Committee; Directing the Chancellor to Implement the Recommendations within the Report; Expressing Gratitude to Members of This Advisory Committee

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

Trustee Marks expressed his concerns about what aspects of the city sunshine ordinance the District has and has not adopted. He stated he was unclear where this act takes the district and believes more exploration should be done.

Chancellor Day explained that the District has a committee who has worked very hard and had many meetings. He explained that what the District has identified missing links that were perhaps different than the Open Meeting or the Brown Act, and identified those areas that the District could carve out that would represent a total adoption, which could lead to a substantive movement to explore these issues and bring them into play.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Marks further expressed his concerns about the Sunshine Act. He believes that as a board and as a district we need to look at our policy for sunshining issues. He stated that he felt uncomfortable voting on this resolution and would like to table it.

Chancellor Day stated that a full drafted report on this issue was included in total in his last month’s chancellor’s report.

President Rodis called for a motion to table the resolution to by the next board meeting, or the following meeting if the community outreach committee has to been able to meet, Trustee Marks moved the motion and Trustee Ramos seconded it.

Trustee Marks stated that he wanted to District to provide him terms of side-by-side comparison, which was missing from the report.

Trustee Ramos suggested that the community outreach committee could have discussions on this issue.

President Rodis called for the vote, all the Trustees said, “Aye”, S2 was tabled.

**ACTION ON S3**  
**Opposing the Classification By Race, Ethnicity, Color or National Origin Initiative, known as the “Racial Privacy Initiative”**

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

Trustee Carter gave a brief explanation about the resolution.

President Rodis called for the vote, all the Trustees said, “Aye”, S3 was adopted.

**ACTION ON S4**  
**Support for Congressional Legislation authored by Representative Robert Underwood**

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

President Rodis passed the Gavel to Vice President Carter.

President Rodis gave a brief explanation about the resolution. He explained that the resolution actually refers to institutions that have at least ten percent enrollment of Asian and Pacific Islanders. He stated that since the district has 45 percent that would virtually entitle the district for educational opportunities for financially needy and minority students.

Vice President Carter called for the vote, all the Trustees said, “Aye”, S4 was adopted.

**ACTION ON S5**  
**Recognition of Service**

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

President Rodis called for the vote, all the Trustees said, “Aye”, S5 was adopted.

**IX. Request to Speak – PLA’S**

Stan Warren, Secretary Treasurer of the San Francisco Building and Construction Trades Council expressed his support for project labor agreements (PLA’s). He gave a detailed presentation that outlined the economic benefits of PLA’s. He also introduced the following people to conclude his

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presentation. Sabrina Hernandez, Associate from the Electrical Service Bureau, who expressed her support by highlighting aspects of minority employment with PLA’s, Stan Smith Jr., Associate from San Francisco Building and Construction Trades Council expressed his support by reviewing minority training with PLA’s, Larry Mazzola Jr., Associate from Local 38 Plumber’s Union, expressed his support by giving an overview of the training success with PLA’s, Bill Fazan, Associate from Local 38, expressed his support by giving a point by point breakdown of PLA’s, John Crowley, Associate of Local 483, expressed his support by giving examples of how to prevent exploitation with PLA’s, and Dan Hellevig, Associate of Local 377, expressed his support by giving examples of contractors who are supportive under PLA’s.

The following individuals expressed their concerns and their support regarding PLA’s.

Jay Bradshaw - Associated with the Carpenters Union
Walter Johnson - Associated with the San Francisco Labor Council
Miner Lowe - Associated with IBEN #6
Vargas Pineda - Associated with Add A’ Trade painter
Charles Ramsey - Board Member for the West Contras Costa Unified School District
Charles Minster - Associated with Local 1141
Ronald Lewis - Associated with IBEN Local 6
Donna Levitt - Associated with Local 22
James Halloran - Associated with Carpenter Local 22
David E. Coritaz - Associated with Carpenter Local 22
Dwayne Jones - Associated with Young Community Developers
Larry Lee - Associated with Local 38
Stan Smith - Associated with Local 483
Pat Mulligan - San Francisco Resident
Michael Theriault - Associated with 377
Ginny Smith - Associated with Construction Employers Association
Walter Denmead - Associated with Construction Employers Association
Dian Angel - Associated with Local 718
Regina Thygesen - Associated with the Mission Hiring Hall
Ms. Thygesen also read a letter from Judy Sorro an Associate from the Mission Hiring Hall who also supports PLA’s.

Doug Yamamoto - Associated with District Council #16, Glaziers Union
Larry Nibbi - Associated with Nibbi Bros. Construction
Anthony Ferguson - Associated with Electricians Union IBEN #6
Rob Davis - San Francisco Resident
Richard Brown - Associated with Ella Hill Hutch
Doug Perry - Associated with Organized Labor
James Bresnaham - Associated with Local 3
Manny Sears - Retired Associated with Local 3
Philip Farrelly - Associated with IBEW6
Sidney Martin - Associated with Local 300
Rodney Hampton - Associated with Young Community Developers
Chi Kan Tung - Associated with Local 377
Steve Zehzen - Associated with LVPSE
Melvin Contreras - Associated with Local 22
Josephine Christen - Associated with Local 6
Gerald Presley - Associated with Brick Layer Union
Pete Peterson - Associated with the Labor Union
Michael Spencer - Associated with Brick Layer Union No. 3
Mitchell Jamerson - Associated with Jamerson Construction
Joseph Aivazian - Associated with IBEW
Bill Works - Associated with Local 22
Jason Fraser - Associated with Local 22
Jeffrey Phillips - Associated with Local 6

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X. Board of Trustees’ Report

Student Trustee Toni Hines thanked all the students, her family, Board Members, Academic Senate President, Ophelia Clark, and the administration and staff for all of their support while she was Student Trustee.

XI. Report from Academic Senate

Ophelia Clark, President of the Academic Senate introduced the newly elected President of the Academic Senate David Yee.

Mr. Yee introduced all the elected officers for the Academic Senate and hoped that everyone would have a nice summer vacation.

XII. Report from Associated Students

William Walker, Vice President of Finance of the Associated Students gave a brief overview on what the Associated Students is currently involved in.

XIII. Report from the Classified Senate

None at this time.

XIV. Chancellor Report

None at this time.

XV. Closed Session Announcements

Counsel Lee stated that the Board met in closed session on May 30, 2002 and took the following action:

The Board authorized a defense for the District in the case of Womack v. SFCCD. This is an action in which a former faculty member claims to have achieved tenure status as a faculty member.

XVI. Public Comments

Raymond Smith expressed his concerns about the distribution of activities fees and the Student Trustee election.

Fred Martinez expressed his concerns about the class cancellation at the Mission Campus.

XVII. Adjournment:

President Rodis called for a motion. Trustee Berg moved the motion, Trustee Grier seconded the motion. At the call of the question, All Trustees’ said “Aye”. Meeting adjourned in memory of Lee Dolson, former member of the board and faculty member, meeting ended at 9:30pm.

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

The minutes are based on the transcription of the proceedings taken by Michele Shea, a Certified shorthand reporter.

The foregoing Minutes approved at the meeting of the Board of Trustees
_____________________, 2001

Approved:  ________________________, President

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
June 27, 2002
City College of San Francisco
33 Gough Street
Gough Street Campus

I. Open Session:

Call to Order: President Rodis called the meeting to order at 6:10 P.M.

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

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

Absent: Lawrence Wong

Arrived Late: Julio Ramos

II. Pledge of Allegiance:

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

III. Approval of the Minutes

President Rodis asked if there were any additional modifications to the minutes. President Rodis called for a motion. Trustee Berg moved the adoption of the minutes, Trustee Grier seconded the motion. All Trustees said “Aye” the minutes for the May Regular Board Meeting were adopted.

IV. Adoption of the Resolutions Agenda

Counsel Lee referred to the handout titled, “Additions and Modifications”, detailing changes in the agenda. He stated that B10, S7, and “for information only” (FIO) for grants was revised and G5 was withdrawn. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

President Rodis called for a motion. Trustee Berg moved adoption of the Resolutions Agenda. Trustee Grier seconded the motion. All Trustees voted “Aye”, and the Resolutions Agenda was adopted.

Trustee Marks asked for an explanation of how consent items were chosen.

Chancellor Day explained the protocol for how consent items are chosen. He explained that through the agenda review process various people associated with shared governance, as well as the Vice Chancellors and himself review the documents.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
V. Approval of Consent Agenda Items
Trustee Berg moved to adopt resolutions B1-B22 as consent calendar items, with the exception of B4, B5, B6 and B10. Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The B resolutions were adopted.

Trustee Berg moved to adopt resolutions C1-4. Trustee Grier seconded the motion. At the call for the vote, all Trustees said, “Aye”. Resolutions C1-C4 were adopted.

Trustee Berg moved to adopt resolutions G1-N1 as consent calendar items, Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The G-N resolutions were adopted.

VI. Monthly Financial Report
CFO Kendrix gave the monthly financial report as of June 20, 2002 (FY2002). He stated the College's spending to date and projected spending for the year is within budget. With 97.31% of the fiscal year completed, the College has expended and encumbered 97.09% of the approved operating budget. He also stated that the District is projecting that when the fiscal year is completed, the College will have spent 98.60% of the approved operating budget.

CFO Kendrix explained that the District's current revenues are tracking in accordance with the revised budget projection. He stated that the District is projecting that when the fiscal year is completed the College would have received a total of $152,052,239 in total revenue, which is about $114,976 more than estimated expenditures. He stated a decrease in the expenditure projection since last month has increased estimated unreserved undesignated balance up slightly to $2,110,990.

CFO Kendrix stated that at this time the District is projecting an unreserved undesignated balance, of $2,110,990. He also stated that as a result of enrollment growth and with the prudent management of the budget it appears that the District would increase the Board Designated reserve to create a buffer against state cuts in fiscal year 2003. He explained that the District's goal is to increase the Board's designated reserve to $5,500,000 at the end of the current fiscal year. He also stated that this would be an increase of $550,000 from the previous fiscal year.

President Rodis asked if International Student Summer Enrollment, which is up 8 percent, is an increase in money for the District.

CFO Kendrix stated that it's an increase for the District, which would be reflected next year.

Student Trustee Rick Cantora asked what are the District's plans for the two million dollars and would it be going back into the reserve.

CFO Kendrix stated that it's treated as a beginning balance for next year’s budget. He explained that it helps balance next year’s budget and it’s already in the budget plan for next year.

VIII. Action on other Resolutions Agenda Items

ACTION ON B3
Authorization be hereby given to establish a special services agreement with SCT Corporation for consulting services from July 1, 2002 through June 30, 2003 for a cost not to exceed $50,000

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

Chancellor Day gave a brief explanation of the resolution. He stated that Strata Information Group (SIG) has been providing critical specialized technical support services for City College related to
the implementation of the SCT/Banner administrative information systems since June 1996, specifically focusing on the Banner Student and Financial Aid Modules. He explained that ITS needs to contract with SIG for programming expertise for customizing Banner, and for training ITS staff, which would allow ITS to take over more of the programming associated with Banner and thereby continue to make progress toward its goal of becoming self reliant in this area.

President Rodis called for the vote, All the Trustees said, “Aye”, B3 was adopted.

**ACTION ON B4**
**Approval of Special Services and Advice (Other Services) Authorization for four (4) Contract Modification**

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

Trustee Marks asked if the 6% of the gross monthly is a standard figure for Property Management.

VCFA Goldstein stated that it is a competitive figure and that the college was not prepared to become a property manager and asked for assistance from Omni Financial.

Trustee Grier asked if the District is going to extend Mason Tillman and Associates contract beyond the listed modification of two months.

VCFA Goldstein stated that the District is only extending their contract until August 31, 2002. He stated that in August the District would be reviewing their contract and the assistance they provided to see if the District should continue the contract.

Trustee Grier asked when would Mason Tillman and Associates be giving their presentation on the Diversity Study.

VCFA Goldstein stated that they would make a presentation at the August Board meeting.

President Rodis suggested that the Diversity Committee should be involved with the study.

President Rodis called for the vote, All the Trustees said, “Aye”, B4 was adopted.

**ACTION ON B5**
**Authorization is hereby given to contract with Development Institute, Inc., to provide consultation and special services to be defined by formal work scope for a period from July 1, 2002, through June 30, 2003, at a total contract cost not to exceed $190,000**

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

Trustee Marks suggested that extensions for all contracts with the District should be given to the Board a month prior for review, so the Board would feel comfortable voting on consultant renewals.

Trustee Marks stated that he has been impressed with Dr. Crews and the work he has been doing for the strategic plan. He asked for a status report on what the Development Institute, Inc. is doing for the District.

Chancellor Day stated that although it is the midpoint of the year the District would provide a status report on all consultants.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for the vote, All the Trustees said, “Aye”, B5 was adopted.

**ACTION ON B6**

Authorization be and is hereby given for approval to contract with William H. Liskamm FAIA for special services and advice to provide the District with various facilities planning services, for a total contract cost not to exceed $15,000 for the period July 1, 2002, through June 30, 2003

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

Trustee Marks asked is there a difference in the proposed scope of work as compared to the past.

Doug Re, General Manager of Information Technology Services explained that there is a difference in the scope of work by the special services and advice provided by Mr. Liskamm which would include specific facilities planning services to the Chancellor and/or his designated representatives with regard to various projects.

Trustee Marks suggested that he would like a report on Mr. Liskamm’s scope of services.

Chancellor Day explained that Mr. Liskamm has been meeting with Facilities Planning Department to give suggestions to the study of the master plan and that the District will follow up with Trustee Marks request.

6:30 PM Trustee Ramos arrives.

President Rodis called for the vote, All the Trustees said, “Aye”, B6 was adopted.

**ACTION ON B7**

Ratification of an Agreement with the Firm of Morgan, Lewis & Bockius, L.L.P. for the Providing of Legal Services in Areas Related to Project Labor Agreements or Project Stabilization Agreements

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

Chancellor Day stated that this resolution has been previously approved and explained that from an auditing standpoint the District needed to ratify the choice of the firm of Morgan, Lewis, Bockius, LLP, to provide legal services for Project Labor Agreements or Project Stabilization Agreements.

President Rodis asked how much Morgan, Lewis & Bockius has invoiced the District.

Counsel Lee stated that the firm has billed the District up to $3,000.

Trustee Ramos asked what was the basis of the selection process.

Chancellor Day explained that the firm had prior experience with various Community Colleges with PLA agreements and they have a successful track record. He stated various examples of their success and stated that there was a teleconference with the firm.

President Rodis called for the vote, All the Trustees said, “Aye”, B7 was adopted.

**ACTION ON B8**

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended March 31, 2002

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

VCFA Goldstein stated that the SFCCD Quarterly Financial Status Report was reviewed and discussed at last week’s Finance Committee meeting.

President Rodis called for the vote, All the Trustees said, “Aye”, B8 was adopted.

ACTION ON B9
Adoption of Tentative 2002-2003 Budget

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

VCFA Goldstein gave a presentation of the tentative budget and gave an overview of what was discussed at the finance committee meeting.

Trustee Carter asked if there would be any impact to the employees who plan to retire.

VCFA Goldstein explained that the District has put that into consideration and will not penalize anyone who retires. He stated that they would still get the wage increase they were supposed to have gotten without this deferral so that their final year’s compensation will indeed be favorable for them as they go forward to retire.

Trustee Marks asked how is the annual plan reflected in the annual budget.

VCFA Goldstein explained that the budget should be looked at as a status quo budget in terms of funding the operations in the college. He stated that all of the individual components that make up the budget are tied to all of our planning objectives. He also stated that the District has gone to great lengths to ensure that people pay attention to that and do in fact tie their proposed expenditures to that plan. He also stated that the Chancellor has presented on several occasions the way the protocol works in detail and that the end of the year assessment is due soon.

Trustee Marks stated that he felt uncomfortable with his understanding of how objectives to the budget are tied.

Chancellor Day explained that this is just a preliminary budget.

Trustee Marks expressed his discomfort being asked to approve the tentative budget with relatively limited information. He stated that he suggested various changes at the last Board retreat that are not reflected in the budget.

Trustee Ramos highlighted various budget cuts in Los Angeles Unified School District and expressed his concern about the need to have more communication regarding fiscal management of cutbacks.

VCFA Goldstein reassured Trustee Ramos if the District had to make any cutbacks Administrative staff would be seeking guidance from the Board.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day stated that all of our employees have agreed to defer all salary raises until January, which is about a $1.8M in salary savings. He also expressed his concerns about cutbacks and stated that if that would happen the District would be addressing that concern.

Student Trustee Cantora asked if this budget includes bond funds.

VCFA Goldstein stated that this is the tentative operating budget, which is not the capital budget. When talking about the bond projects, there is a separate fund that we use for Bond expenditures. He also stated that the District would need to find additional ongoing savings as we looked beyond the start of next year.

President Rodis called for the vote, all the Trustees said, “Aye”, except Trustee Marks who said “Nay”, B9 was adopted.

**ACTION ON B10**

Authorization be hereby given to contract with; EIP Associates, Environmental Science Associates Inc. (ESA), Impact Sciences Inc., URS Corporation; from July 1, 2002 through December 31, 2003 for special services and advice to provide the District with professional services related to CEQA compliance for Proposition A, 2001 General Obligation Bond Projects, at the Ocean Avenue Campus and other campus sites at a combined total cost not to exceed $450,000.00

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

Trustee Marks stated that he would like to separate the consulting firms in this resolution because he would like to discuss the EIP Associates contract and vote on that firm separately. He also stated that the reason he wanted to separate the contract was because he wanted to point out that EIP was the firm that did the Environmental Impact Report (EIR), for the Mission Campus in 1998.

President Rodis called for a motion to separate the resolution into two separate resolutions. Trustee Marks moved the amendment, Trustee Carter seconded the motion.

President Rodis stated that it has been moved and seconded that the Board bifurcate this resolution so that there would be a separate discussion on EIP Associates and discussion of the other three companies.

President Rodis called for a roll call vote as follows:

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<thead>
<tr>
<th>Trustee</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Ramos</td>
<td>Aye</td>
</tr>
<tr>
<td>Carter</td>
<td>Aye</td>
</tr>
<tr>
<td>Grier</td>
<td>Aye</td>
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<td>Berg</td>
<td>Nay</td>
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<tr>
<td>Cantora</td>
<td>Aye</td>
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<tr>
<td>Marks</td>
<td>Nay</td>
</tr>
<tr>
<td>Rodis</td>
<td>Nay</td>
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</tbody>
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President Rodis called for a motion to approve the authorization to award special services contract to Environmental Sciences Associates, Impact Science, & ERS Corporation. Trustee Marks moved the resolution, Trustee Carter seconded the motion. President Rodis called for the vote, all the Trustees said, “Aye” it was adopted.

President Rodis called for a motion to approve the amended resolution approving to authorize a contract with EIP. Trustee Carter moved the motion, Trustee Marks seconded the motion.

Trustee Marks expressed his concerns about how the District has to depend on consultants that are hired to do the best job possible and EIP Associates did not do the job it was supposed to do.
under the law, which misled the District to move forward with the Mission Campus project. He stated that he believes that the District should not reward consultants who don’t do the work that the District pays them to do with additional work. He requested that the Board vote to not include EIP Associates on the list of consultants to use for future CEQA work.

Trustee Berg explained that the person who conducted the report is no longer with EIP. She expressed her concerns that some of the criticism that was being made was being made so specifically and that some things really aren’t required by CEQA.

Trustee Marks explained that there are requirements under CEQA for the firm to have taken this further. He stated that he does not believe that the District should allow the firm to get more work just because the person who was the lead on that project is no longer with the firm.

Trustee Ramos stated that he felt uncomfortable taking accusations from his colleague Trustee Marks with regards to this particular firm since he was not a Board member during the time the initial EIR was published. However, he suggested that the Administration should address some of these issues and the Board should table this resolution.

VCFA Goldstein stated that it is up to the Board if they would like to table part of the original resolution. It still would allow the District time to get the work done and also the District could provide additional information. He also stated that the work that EIP Associates did for the District was determined by a judge in a court of law to be adequate and to meet CEQA.

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

President Rodis called for the vote, all the Trustees said, “Aye” the resolution was tabled until the August Board meeting.

ACTION ON S1, S2, S3, S4 & S8

S1 - Recommend Adopting an Amendment to the Collective Bargaining Agreement between the American Federation of Teachers Local 2121 and the San Francisco Community College District

S2 - Recommend Adopting an Amendment to the Collective Bargaining Agreement between the Service Employees International Union Local 790 and the San Francisco Community College District

S3 - Recommend Adopting an Amendment to the Collective Bargaining Agreement between the San Francisco Building and Construction Trade Council Unions and the San Francisco Community College District

S4 - Recommend Adopting Amended Wage Rates and Other Terms and Conditions of Employment for Unrepresented Classified Management, Supervisory, and Confidential Employees for Fiscal Year 2002-2003

S8 - Recommended Salary and related terms and conditions of employment for Academic Management Employees for fiscal Year 2002-2003

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

Ed Warshauer, President of the SEIU Local 790 expressed his gratitude to the Administrative staff and Chancellor for all of their efforts with the agreement.
President Rodis called for the vote, all the Trustees said, “Aye”, S1, S2, S3, S4, & S8 was adopted.

Trustee Berg congratulated all the staff that made this difficult negotiation possible and expressed her appreciation.

ACTION ON S5
Adopting the San Francisco Community College District’s Initial Proposal to the Department Chairperson Council for a Successor Collective Bargaining Agreement, After Public Comment

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

President Rodis called for the vote, all the Trustees said, “Aye”, S5 was adopted.

ACTION ON S6
Approval of new courses recommended by the College Curriculum Committee (01/30/02 – 04/24/02)

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

Trustee Grier asked how the committee came together and the implementation of these courses.

Brian Ellison, Dean of Instruction, Curriculum/Tenure Review explained that where scheduled courses are held is beyond the purview of the Curriculum Committee. He explained that the Curriculum Committee is a subcommittee of the Academic Senate, which is part of the Shared Governance process. He stated that the Curriculum Committee is involved in the development process to make sure that the course falls into an illogical sort of manner with existing courses in a given department.

Trustee Berg asked about how new courses are approved.

Dr. Ellison stated that the approval process and development process is very complex. He explained that it starts with the department coming to his office or to the Curriculum Committee Chair with an idea for a new course. He also stated that from that point, the idea is taken as a course outline, the outline is reviewed and then presented to the Curriculum Committee. He stated that the idea behind reviewing the course outline prior to the Curriculum presentation is to ensure that the course has the greatest probability of success in terms of being approved by the Committee.

Dr. Ellison gave an overview of the protocol for new courses after the Curriculum Committee has approved it.

Student Trustee Rick Cantora expressed his concerns about having an open door policy to continue to assist new students with participating in the Shared Governance Committee.

President Rodis called for the vote, all the Trustees said, “Aye”, S6 was adopted.

ACTION ON S7
Adopting the Report of the Public Meeting/Public Records Advisory Committee; Directing the Chancellor to Implement the Recommendations within the Report; and to take other actions publicizing Board meetings, and to prepare an annual report of sole source contracts; Expressing Gratitude to Members of This Advisory Committee

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Berg moved the resolution, Trustee Grier seconded the motion.

Trustee Ramos gave an overview of the resolution and explained that the resolution will address the issue of whether the District should adopt the City & County of San Francisco's Sunshine Ordinance. He stated that it was reviewed at the last Community Outreach Committee meeting and recommends the approval of the resolution.

President Rodis and Vice President Carter commended Trustee Ramos for all of his efforts with chairing the Community Outreach Committee meeting as well as all the participants who had many ideas.

Trustee Berg stated that is was a wonderful meeting and commended Trustee Ramos for all of his efforts with conducting the meeting. She also thanked Counsel Ron Lee for all of his efforts with writing the resolution.

President Rodis gave a brief overview of the Sunshine Ordinance and explained that the District is trying to address the issue of whether the District should adopt the Sunshine Ordinance.

Trustee Marks commended Chancellor Day and the Administrative Staff for all of their efforts.

Trustee Grier commended Trustee Ramos for all of his efforts with chairing the Community Outreach Committee meeting and also Ron Lee for all of his efforts. She asked how would the District make sure that it would be ADA compliant.

Chancellor Day stated that Martha Lucey, Director of Public Relations will be responsible for working with the District’s staff to make sure that all the ADA compliance avenues are covered.

Francine Podenski, Chair of the Communications Committee gave an overview regarding how the District is ADA Compliant.

Chancellor Day asked if it is reviewed on a continuous basis.

Ms. Podenski stated that Tom Hetherington, Media Access Coordinator, reviews all of the District’s media on a continuous basis, such as our Website, videos, and every kind of media that serves students for disability access.

Trustee Grier gave various recommendations to make the ADA compliance at the District even better.

Trustee Ramos stated that the Board feels that the District website should be used to provide information to address important issues.

Ms. Podenski explained that the District Website is currently being modified and the prototype should be up in July with easier accessibility.

President Rodis called for the vote, all the Trustees said, “Aye”, S7 was adopted.

**ACTION ON S9**

**Approving Guidelines for the Independent Citizens’ Bond Oversight Committee Formed Due to the Passage of Proposition A, the District’s Bond Election**

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

Chancellor Day gave a brief overview of the resolution. He stated that the committee reviewed the guidelines for the Independent Citizens’ Bond Oversight Committee.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for the vote, all the Trustees said, “Aye”, S9 was adopted.

VIII. Report from Academic Senate
David Yee, President of the Academic Senate stated that he looks forward to working with District staff. He highlighted various items he has been involved with for the past month. He stated he participated in the Faculty Leadership Conference in Sacramento. He also gave an overview of various end of the year events and also gave an overview on the Information Technology Policy Committee (ITPC) meeting, and the Accreditation Commission for Community Colleges meeting he attended.

IX. Report from Associated Students
William Walker, President of the Associated Students gave a brief overview on what the Associated Students is currently involved in. He congratulated Rick Cantora for his appointment as Student Trustee and highlighted the Ocean Avenue renovation plan for the Student Union and his goals for next semester. He congratulated the outgoing council transferring to UC Schools and wishes them the best of luck.

X. Report from the Classified Senate
Rosa Vela, Second Vice President for Classified Senate gave a brief overview on what the Classified Senate has been currently involved in. She stated the newly elected senators for the Classified Senate. She also stated that in June classified senators went to the California Community College Classified Senate, the 10th Annual Classified Leadership Institute conference. She explained that the conference focused on positive aspects of classified involvement in the Shared Governance process both Statewide and at the local District and college levels. She stated that two members were selected to serve on the State Board, James Rogers and Alice Shvarts.

XI. Board of Trustee’s Report
President Rodis thanked all the Board members for deferring their monthly report last month.

Student Trustee Cantora gave an overview of the national conference on race and education he attended. He also looks forward to working with everyone in the coming years.

Trustee Berg welcomed Trustee Cantora on the Board and stated it will be a pleasure working with him. She commended all the efforts the District has made for the new Downtown Campus sign and hopes everyone has an enjoyable vacation.

Trustee Grier welcomed Trustee Cantora on the Board and requested that he should be present at the next Diversity meeting to share all of the information from the national conference. She also hopes that William Walker can present her with more information about the student book loan program.

Trustee Marks gave an overview on what he has been involved with for the past month. He encouraged all the Board members to visit with the Classified Senate. He highlighted a meeting with the Political Science Classes of Tim Killikelly He also congratulated the ninth circuit court for their decision yesterday.

Trustee Ramos congratulated Rick Cantora on his appointment as Student Trustee and looks forward to his student leadership. He expressed his opinion on the ninth circuit court. He also stated his concerns with the Mission Campus. He encouraged a meeting in mid September to discuss the development of Mission Campus.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Vice President Carter welcomed Rick Cantora as Student Trustee and gave a brief overview of what he has been involved with. He stated that he attended a reception event for Ron Kirk, Mayor of Dallas Texas who is running for an open seat in the U.S. Senate in Texas. He explained that Mr. Kirk would be the third African American to serve on that level in the nation’s history. He thanked Emily and Robert Marcus for hosting a wonderful get together in support of our Diego Rivera Mural and the Plump Jack event which will be taking place next month. He also thanked Gregorio Luke who did a fantastic job giving a presentation on the Diego Rivera Mural and also commended Mason Tillman and our community, and the District’s Compliance Officer, Norma Nelson for all of their efforts with a contracting opportunities workshop that was held at the Southeast campus.

President Rodis congratulated and welcomed Student Trustee Rick Cantora, William Walker and David Yee. He expressed his concerns about how the District needs to conserve in the future with paper consumption related to the Board Agenda. He hopes that in the future the District could e-mail all Board Agenda items. He expressed his concerns about how the U.S. Government deported sixty-three Filipinos from Yuma, Arizona to Hawaii to Clark Field in the Philippines, during which they were shackled for 20 hours on that flight. He explained that this was part of the Government’s Absconder Apprehension Initiative Program, which targets illegal aliens who come from Al-Qaeda active nations. He stated that the Philippines has been labeled an Al-Qaeda active nation because on one island out of 7,100 islands there are groups of bandits identified with Al-Qaeda. He expressed his concerns about how our nation is losing a lot of our civil liberties and constitutional rights.

XII. **Chancellor Report**

None at this time

XIII. **Closed Session Announcements**

Counsel Lee stated that the Board met in closed session on June 27, 2002 and took the following action:

The Board authorized that Chancellor’s annual performance evaluation for the 2001-2002 College Year was satisfactory and renewed provision of the Chancellor’s employment agreement to extend the term of the agreement to June 30, 2005. The vote was as follows:

- Trustee Berg: Aye
- Vice President Carter: Aye
- Trustee Grier: Aye
- Trustee Marks: Aye
- President Rodis: Aye

Absent: Trustee Ramos and Trustee Wong

Trustee Berg stated that she didn’t want anyone to leave being misled by the legal term “satisfactory”. She stated that the Board highly commends the Chancellor’s work over the last year and the Board is behind the Chancellor a thousand percent. She stated that the Board really admires his service to the District.

XIV. **Public Comments**

None at this time

XV. **Adjournment**:

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Berg moved the motion, Trustee Grier seconded the motion. At the call of the question, All Trustees’ said “Aye”. Meeting adjourned in memory of Constitutional rights that our nation should be preserving, meeting ended at 8:10pm.

Submitted by,

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

The minutes are based on the transcription of the proceedings taken by Michele Shea, a Certified shorthand reporter.

The foregoing Minutes approved at the meeting of the Board of Trustees

__________________, 2002

Approved: ________________________________, Vice Chancellor of Finance and Administration
MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
August 29, 2002
City College of San Francisco
33 Gough Street
Gough Street Campus

I. Open Session:
Call to Order: Vice President Carter called the meeting to order at 6:10 P.M.

Roll Call: The following Trustees were present: Dr. Natalie Berg, Johnnie L. Carter Jr., Dr. Anita Grier, Milton Marks III, and Lawrence Wong.
Also present: Student Trustee Rick Cantora, Chancellor Day, and Legal Counsel Ronald Lee.
Arrived Late: Julio Ramos, Rodel Rodis

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

III. Approval of the Minutes
Vice President Carter asked if there were any modifications to the minutes.
Vice President Carter called for a motion. Trustee Berg moved the adoption of the minutes, Trustee Grier seconded the motion, All Trustees said “Aye”, the minutes for the June Regular Board Meeting were adopted. Trustee Wong abstained from the vote because he was not at the June meeting.

IV. Adoption of the Resolutions Agenda
Counsel Lee referred to the handout titled, “Additions and Modifications”, detailing changes in the agenda. He stated that B8 was revised, S3 was added, and B5 was withdrawn. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

Vice President Carter called for a motion. Trustee Wong moved adoption of the Resolutions Agenda Trustee Berg seconded the motion.

Trustee Marks suggested receiving notifications of the agenda’s additions and modifications prior to the Board meeting.

Chancellor Day explained that due to the Special Board meeting on the PLA this agenda was a challenge but will follow up with the request.

VCFA Goldstein explained the District’s protocol and stated that the agenda items are distributed to the Board prior to Board meeting.

All Trustees voted “Aye”, and the Resolutions Agenda was adopted.

V. Approval of Consent Agenda Items
Trustee Berg moved to adopt resolutions B1-S3 as consent calendar items, with the exception of B9, B14, C2, and G1-9. Trustee Wong, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The B-S resolutions were adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day announced the business festival conference, which is cosponsored by the Hispanic Chamber of Commerce and the Bay Area Hispanic Chambers of Commerce. He also announced the Annual Historical Black Colleges and Universities Day that would be occurring with African American Program (AAP) and Latino Network services.

Vice President Carter stated that it should be noted that our former colleague on the Board, Jim Mayo who was regional director for United Negro College Fund (UNCF) was promoted and that Ms. Shirley Matthews has played an absolute leading role in making sure that this UNCF/CCSF Black College Transfer day is being done in a fashion that it has never been done before.

VI. Monthly Financial Report
CFO Kendrix gave the monthly financial report as of August 23, 2002 (FY2002). He stated the District is in the process of closing its financial records for the period ending June 30, 2002. It is anticipated that the process will be completed by the end of September. At the September Board meeting the District will present the 4th Quarter FY 2002 Financial Report.

CFO Kendrix explained that the District’s final estimated expenditures would be less than the $153.58 million approved in the adopted budget. He stated that the final estimated revenue amount of $152.6 million is anticipated to almost equal expenditures or be slightly less than expenditures.

CFO Kendrix stated that at this time the District is projecting an unreserved undesignated ending balance, of $2.1 million. He also stated that in addition to this amount, as of June 30, 2002 the Board’s Designated Reserve would be $5,500,000, which is an increase of $550,000 from the previous fiscal year.

Trustee Berg asked what would happen if the State doesn’t approve the State Budget anytime soon.

VCFA Goldstein stated that the District budget would be subject to change and a cash problem may occur. He explained that the District has deposit its money with the City treasury and in the event the District’s cash falls negative the Treasury would automatically loan us money. He stated that the problem for the District would be that the District would start incurring expenses for this loan to keep ourselves in a maintenance mode. He stated that the District currently borrows money each year for cash purposes, through “TRANS” which the Board votes on once a year to help us get through the uneven flow of the property tax. He also stated that as of now the state budget has not affected the daily routines of the District.

Trustee Ramos arrived at 6:15pm.

Trustee Marks suggested that on the Bond 1997 report a column could be added to explain line items and how they are going to end up when the money is expended early next year.

VCFA Goldstein stated that he would follow through with his request and explained that looking at all of the District 1997 bond projects in the aggregate they would not be over budget. He stated that it will be within the amount that’s available.

VIII. Action on other Resolutions Agenda Items

ACTION ON B1
Authorization to contract with Employee Benefit Specialists for services needed to administer a transit benefit program for City College Employees for Fiscal Years 2002-03 and 2003-04, total cost not to exceed $25,000 per year

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

Vice President Carter called for the vote, All the Trustees said, “Aye”, B1 was adopted.

ACTION ON B2
Authorization be given to contract with Mason Tillman Associates, LTD to provide outreach services to the San Francisco business community; semi-annual independent evaluation of the Districts’ SLBE Program; and expert consultative services to staff on issues pertaining to the SLBE Program at a cost not to exceed $70,000

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Vice President Carter called for a motion. Trustee Berg moved the resolution, Trustee Wong seconded the motion.

Trustee Ramos asked how long has Mason Tillman contracted with the District.

VCFA Goldstein stated that Mason Tillman has contracted with the District for four years.

Trustee Ramos asked if this contract was bid out and when the District first hired Mason Tillman.

VCFA Goldstein stated that this resolution is a renewal for the contract that the District has with Mason Tillman.

Trustee Ramos expressed his concerns regarding the decline of contracts for MBE/LBE businesses.

VCFA Goldstein stated that Mason Tillman would give a report at the next month’s Board meeting to provide Trustee Ramos on this topic.

Chancellor Day stated that Mason Tillman was hired to plan, design and implement policy until the District found a contract compliance officer.

Trustee Ramos expressed his concerns about the lack of participation and lack of outreach in the Asian and Latino Communities.

VCFA Goldstein stated that he attended almost all of the outreach sessions that have been conducted. He explained that in the last two particular outreach sessions the District had very large gatherings of potential contractors and subcontractors.

Trustee Ramos also expressed his concerns that the outreach efforts would only target English speaking businesses and should branch out to businesses where English isn’t their primary language. He stated that he believes that it result in better turn out and moved to table this resolution. Trustee Marks seconded the motion.

Trustee Berg asked if the Board decides to table this resolution what would happen to the contract.

VCFA Goldstein stated that the District couldn’t pay them for the month of July for services, they provided to the District.

Vice President Carter asked if Mason Tillman provided assistance with the outreach for the Project Labor Agreement (PLA).

Chancellor Day explained that Mason Tillman did not provide assistance with the outreach for the PLA.

Vice President Carter asked if Mason Tillman provided assistance for the SLBE program.

Chancellor Day stated that it is important to point out that the current SLBE program does not apply to construction. It applies to construction related professional services and therefore Mason Tillman’s scope, work and responsibility is to focus on particular areas to help the District get the program started, design the policy, evaluate it, assist it and monitor it. He also stated that Mason Tillman will then work with the District and the Compliance Officer to do outreach efforts in relationship to the existing program, which is not construction related.

Trustee Wong asked if the District tabled this resolution would the District have difficulty paying Mason Tillman.

VCFA Goldstein explained that if the Board does not pass this resolution it would be difficult for the District to maintain Mason Tillman’s services and it would be difficult for Mason Tillman to provide their report without payment.

Trustee Wong expressed how Mason Tillman has done a wonderful job with outreach services to various communities and expressed his concerns about the hardship for the District if the Board does not pass this resolution.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Berg stated that Mason Tillman is great with the outreach services they have provided the District. She also stated that she attended the recruitment session and felt like Mason Tillman did a great job and sees no reason to delay the resolution.

Trustee Marks expressed his concerns and supports to table the resolution until next month. He also explained that since this resolution is retroactive he couldn’t support the resolution and explained that resolutions that deal with extensions should be given to the Board in advance prior to the vote. He also stated that Mason Tillman stated in a prior resolution that they would submit monthly reports and to his dismay he has not seen one.

Chancellor Day explained that Mason Tillman was not present to give a presentation tonight because the District did not know if the discussions on the PLA would be prolonged from Tuesday night to Thursday night and that is why the Mason Tillman presentation was postponed.

Trustee Berg asked how can the District hear their report without paying them, it may put the District in a bind.

VCFA Goldstein suggested amending the resolution to not effective quite as long, In this way then the Board would have an opportunity next month to hear a direct answer to some of their questions concerning outreach and language translations.

Trustee Ramos stated that it was a good idea and it was important that the Board vote unanimously when the board votes in favor of the entity that will administer this contract. He also agreed with Trustee Marks and suggested that he would also like to review Mason Tillman’s monthly reports. He also stated that he would rescind his previous motion and make a second motion, that the District pays Mason Tillman for the work performed up to the first semester and hold in abeyance any further payments subject to their coming to the District to give us a required report.

Vice President Carter called for a motion that this resolution be amended so that it’s paid through September 30, 2002. Trustee Ramos moved the motion and Trustee Berg seconded it.

Vice President Carter called for the vote, All the Trustees said, “Aye”, except for Trustee Marks who said “Nay”, and Trustee Carter who stated he does not support the amendment, B2 was adopted.

**ACTION ON B3**

1) Amending the FY 2002 Adopted Revenue and Resources Budget; 2) Transferring funds out to increase the Board Designated Reserve and funding deficits in Restricted Programs; 3) Transferring funds in from Capital Projects; and 4) Reallocating available expenditure budget funds to fund FY 2002 Estimated Final Expenditures for the General Fund Unrestricted

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

President Rodis called for the vote, All the Trustees said, “Aye”, B3 was adopted.

**ACTION ON B4**

Authorization for a one (1) Contract Modification

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

Trustee Wong asked for someone to highlight the resolution.

VCFA Goldstein stated that there was a change in funding source in the amount of $101,000 from the General fund to the General Obligation Bond 2001 fund. He also stated that Angus Hamer will be providing design and customized software configuration services for the firewall upgrade and active directory projects, both of which are G.O. bond 2001 funded.

Vice President Carter called for the vote, All the Trustees said, “Aye”, B4 was adopted.
ACTION ON B6
Authorization be given to contract with Kaplan, McLaughlin, Diaz/Kwong Kolm Architects from September 1, 2002 through September, 2006 for special services and advice to provide the District with architectural and engineering services, for the Project: Community Health and Wellness Center Architectural & Engineering Consultant at a cost not to exceed $3,500,000

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

Trustee Ramos asked how many presentations has the District received for the Health and Wellness center project.

VCFA Goldstein stated that there were sixteen design teams, that submitted responses to the RFQ.

Trustee Ramos asked if someone could explain the selection process for the two teams, who were selected.

VCFA Goldstein stated that interested firms were invited to an orientation meeting where the details of the process were discussed, including the importance of complying with College’s new SLBE policy and the related goals for participation. He stated that over two hundred (200) individuals attended the orientation and sixteen (16) design teams submitted responses to the RFQ. A diverse selection committee that included both college staff as well as community representatives reviewed these sixteen (16) responses.

VCFA Goldstein further stated that each committee member read all the responses and rated each submittal according to the same criteria that were published in the RFQ and reviewed at the orientation meeting. He also stated that the scores were then tabulated and the top four firms were invited to participate in the oral interview portion of the process. The selection committee met to establish the questions that would be asked during the oral interviews and reviewed by the facilities review subcommittee. Two teams, Kaplan, McLaughlin, Diaz/Kwong Kolm Architects (KMD/KKA, a joint venture) and Ellerbe Becket, were forwarded to the Chancellor whom than selected KMD/KKA to be recommended to the Board to provide architectural/engineering services, for the project: Community Health and Wellness Center Architectural & Engineering Consultant.

Trustee Marks express his concerns and asked if the Board was involved within the process.

Chancellor Day explained that this is a consensus process with the department and the faculty and all of the users.

Trustee Marks suggested that in addition to the facilities committee meetings that the Board would host that the Board in some capacity should be present and visible at the public meetings at well.

Chancellor Day stated that he would let the Board know when it would take place.

Trustee Wong asked about a time line when this project will be completed.

VCFA Goldstein stated that optimistically he could say three and half years and Chancellor Day stated three years.

Student Trustee Cantora asked beyond shared governance and the Facilities Review Committee how can students be involved in the process.

Chancellor Day stated that he would be delighted to engage the students in the process. He also stated that the faculty from the department would be involving students from some of their classes.

Trustee Grier stated that she would like a list of dates and times of the community meetings.

Chancellor Day stated that he would be happy to provide that information to the Board.

Vice President Carter called for the vote, All the Trustees said, “Aye”, B6 was adopted.

VCFA Goldstein introduced Kaplan, McLaughlin, and Diaz/Kwong Kolm Architects.
**ACTION ON B8**
Authorization be given to appropriate all funds receivable from the U.S. Department of Education for the period of October 1, 2002 – September 30, 2007, in the amount not to exceed $1,724,138

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

Trustee Marks and Trustee Berg thanked the staff involved with this grant.

Student Trustee Cantora asked if the information under ‘Student Persistence’, is it the same as retention.

Chancellor Day stated that ‘student persistence’ is the same as retention.

Trustee Ramos stated that majority of these programs are located at the Ocean Avenue Campus and he would like a follow up report regarding the dissemination of funds to other campuses.

Larry Klein, Dean of Special Projects, explained that the funds are not designated by campus. The grant for each of activities will be developed first at the Ocean Avenue campus, piloted there, and then in the third year of the cycle it will extend to other campuses.

Trustee Ramos asked if the District has a plan as to how it will project out to the other campus at a later point.

Dean Klein stated that each component of the plan has a three-year development cycle and gave an example of the cycle.

Trustee Ramos expressed his concerns about basic skills testing only at the Ocean campus and not at any other campuses.

Chancellor Day explained that there are different types of testing that go on at Ocean Avenue Campus and all students need to go thru the matriculation process.

Don Griffin, Vice Chancellor of Student Development highlighted the non-credit assessment process.

Trustee Ramos asked is there flexibility with this particular grant to expand that testing to other communities.

Dean Klein stated that it is definitely a component of the grant. The District has committed to expanding electronic testing of basic skills to all of the campuses.

Frances Lee, Vice Chancellor of Academic Affairs, explained that Nick Chang, Dean of Matriculation Services is talking about doing credit testing for the Larkin Street agency. She also stated that the District has non-credit testing at all campuses. She stated that she would look into credit placement and follow up with Trustee Ramos.

Trustee Ramos stated that this would be appreciated because he feels that there is a barrier to have testing only at the Ocean Avenue Campus and should have it at all sites.

President Rodis called for the vote, All the Trustees said, “Aye”, B8 was adopted.

**ACTION ON B9**
Authorization be hereby given to subcontract with 70 California community colleges including City College of San Francisco for activities related to the Early Childhood Mentoring Program, for the period of September 1, 2002 through June 30, 2003 in the amount not to exceed $1,725,000

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

Trustee Grier asked for a list of the participating community colleges and also what was the selection process the District had to go through.

VCAA Lee highlighted the resolution and stated that the money came to the District because City College of San Francisco is the fiscal agent. She stated that the District monitors the funds that we get from the State...
Department of Education. She mentioned that she would follow up and provide Trustee Grier with a list of community colleges.

Trustee Grier asked how the mentoring process was implemented.

Robert Gabriner, Director, Research, Planning and Grants explained that the Early Childhood Mentoring Program has quite an extensive network throughout the state. He also stated that a series of people in all of the colleges provide coordination for the work which then provides regional training programs. He also stated that after all the data is collected and reports are formulated to form a system, a State Conference is held periodically for the early childhood mentoring program.

Trustee Grier asked what the duration of the program was and if someone could give a summary of the evaluation process.

Mr. Gabriner stated that the duration of the program is about eight to ten years. He also stated that there are regular annual reports that are submitted to the State as well as periodic evaluations.

Trustee Grier asked if she could see the periodic reports.

Chancellor Day said he would be more than happy for her to review the reports and he will also invite her to the central office and meet with Peyton Nattiger to get a better perspective of the program.

Vice President Carter called for the vote, all the Trustees said, “Aye”, B9 was adopted.

**ACTION ON B14**

Authorization be given to appropriate all funds receivable upon approval from the San Francisco Department of the Environment for the period of November 2002 through October 2003, in the amount not to exceed $104,849

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

Trustee Marks expressed his disappointment about not being involved in the process for this grant request and hopes that he would be involved next time.

Mr. Gabriner explained that there were numerous discussions with Trustee marks since the District was trying to put the resolution together. Although, we will assure the Board that the District will do a better job of making them aware and involve them with the on-going process.

Chancellor Day asked if the program is in place.

Mr. Gabriner stated that the program has been in place for four years and is going on it’s fifth year.

Vice President Carter called for the vote, all the Trustees said, “Aye” B14 was adopted.

President Rodel Rodis arrived at 7:10pm.

President Rodis joined the meeting and apologized for being late, he explained that he was attending a conference in San Jose.

**ACTION ON C2**

C2 - Procurement of equipment, supplies, services, etc., $3,000 or more

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

Trustee Marks asked why the grand totals were so large.

CFO Kendrix explained that the amounts are large because they are annual amounts and apologized for being remiss about stating that in the resolution.

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Trustee Ramos asked if those departments are bound to spend the amount of money encumbered.

CFO Kendrix stated for most cases those departments encumbered, although for some cases like utilities and telephone it could be a little less or it could be a little more depending on how the District ends up changing it prior to the year end.

Trustee Ramos asked how does that compare to the spending authorization last year at this time.

CFO Kendrix stated that in case of utilities, from a budget standpoint it’s less because we expected to spend a lot more on energy last year than we actually spent so it is fairly consistent.

President Rodis called for the vote, all the Trustees said, “Aye” C2 was adopted.

**ACTION ON G1-9**
**Academic Employees, Credit Program, District Funded**

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

Trustee Marks asked how do faculty members get on this list and is it an overload to the budget.

VCFA Goldstein stated that this is a list of faculty who are appointed to assignments other than a regular full time job such as an additional class for the department chair who has release time, which would therefore requires additional pay.

Trustee Marks asked if it was an issue for the Academic Senate or AFT.

VCFA Goldstein explained that “overload” means that the faculty members are teaching more than they are required to teach to earn their full-time salary and are therefore paid additional compensation.

Trustee Berg gave a little historical perspective on what she recalls over the years to differentiate full time from part time staff.

VCFA Goldstein stated that with any form of faculty compensation it’s negotiated between the District and the union.

VCAA Lee stated that within union contract there is a stipulation in terms of six hours maximum. She explained for teaching credit it would be two classes and beyond that it has to have approval from the Vice Chancellor.

President Rodis called for the vote, all the Trustees said, “Aye”, G1-9 was adopted.

**VIII. Report from Academic Senate**

David Yee, President of the Academic Senate stated that he looks forward to working with District staff. He highlighted various items he has been involved with for the past month. He wishes everyone good luck with the coming year. He stated that the first council meeting the Academic Senate adopted a meeting schedule, which would be held at various campuses. He highlighted the State Educational Master Plan and non-credit adult education, new faculty orientation and also expressed concerns about the network rollout.

Ed Murray, Vice President of AFT 2121 complimented Chancellor Day and VCFA Goldstein for all their effort with offering the same number of classes during the budget crisis. He highlighted a flyer that was sent to all faculty members about the K-12 non credit issue which generated a lot of mail to Sacramento. He congratulated and stated that AFT political action committee has endorsed three incumbents who are running for reelection in November for the Board, Trustee Carter, Trustee Grier, and Trustee Wong. He hopes for support statewide for Proposition 47, which is a very important statewide proposition that has to do with the state education facilities bond measure. He also stated that AFT will have a retreat on September 7th and would like to invite the members of the Board and the chancellor to have lunch with AFT 2121 at the retreat.

**IX. Report from Associated Students**

William Walker, President of the Associated Students gave a brief overview on what the Associated Students is currently involved in. He highlighted various programs that are having new coordinators, such as the new book loan program, the computer program, and the peer-mentoring center. He stated that he would give a report next month regarding the book loan program and the mentoring program. He also

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stated that all programs are open to all the District campuses and with the Prop A bond the students are trying to get a laptop loan program in place. He also expressed his concerns about student parking and MUNI providing assistance with a fast pass program for students.

Trustee Wong asked if the Resolution No. 020829-B1 which was passed discussed working with the union regarding transit programs for our employees, could something similar be done for the students.

Chancellor Day explained that the problem with MUNI is they want an all or nothing deal for our students. He stated that some of our students do not have the resources for that program. He suggested that he would see if the District could utilize USF program for students that they have in place with MUNI.

President Walker stated that the program that was created was for the District’s employees regarding commuter checks.

Trustee Grier congratulated Mr. William Walker for his election as Associated Students President and asked him when meetings will be held.

President Walker stated that the next Associated Students meeting would be held in the Student Union Room 207 on Monday at 2:15pm.

Trustee Ramos asked about the status of the lap top loan program.

President Walker explained that the Associated Students is still shopping around to different foundations.

Trustee Ramos asked when did President Walker submit the program.

Chancellor Day stated that the program was submitted last spring with the support of a $45,000 donation from the private sector.

Trustee Ramos encouraged the students to pursue the lap top program and suggested that the board would write letters of encouragement to any private entity or foundation. He also asked AS President Mr. Walker to bring Irene Dullea, Peer Mentoring Coordinator to next month’s Board meeting to introduce her to members of the Board.

Raymond Smith, President for the Downtown Campus Associated Students gave a brief overview on what the Associated Students at the Downtown Campus is currently involved in. He expressed his concerns about the student election process.

X. Report from the Classified Senate

Doretha Fuller-Evans thanked the Board for all of their support and expressed how she enjoys working for City College of San Francisco. She also gave a brief overview on what the Classified Senate is currently involved in.

XI. Board of Trustee’s Report

Student Trustee Cantora gave a brief overview on what he is currently involved in. He highlighted that in early August he attended the Community College League student workshop. He hopes that the District can look into the reduced fast passes on MUNI for students at City College and looks forward to the Filipino conference hosted by President Rodis.

Trustee Wong gave a brief overview of the special Board meeting that occurred on August 27th on Project Labor Agreement (PLA)’s. He congratulated the Administrative staff and Chancellor Day for all of their effort with the PLA. He also congratulated President Rodis for all of his efforts on hosting the Filipino Conference.

Trustee Berg congratulated President Rodis for all of his efforts on hosting the Filipino conference.

Trustee Grier stated that she is looking forward to the Filipino Conference, which is hosted by President Rodis. She also stated that she is disappointed that the Board did not have our reception today with the Mayor of Manila. She mentioned that next month she would be giving a report on the Community College League Conference in Sacramento, which would highlight the Master Plan for Education.

Trustee Marks stated that at the next Board retreat he would like various items on the agenda, such as the formal responsibilities proposed to WASC. He also highlighted an article in the Bay Guardian and the San

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Francisco Independent and voiced his concerns about the Balboa Reservoir. He stated that he watched the overview of Chancellor Day’s Presentation to the Board of Supervisors on the Balboa Reservoir and stated that he should have not been their by himself he should have had the Board’s support. He expressed his concerns about how the Board needs to be in the public eye regarding the Balboa Reservoir.

President Rodis expressed his regrets about not being able to attend the hearing on the Balboa Reservoir because he had a prior hearing out of town and could not attend. He explained that the Board of Supervisors did not understand the layout of the exchange of the Balboa Reservoir and the District would need to address that issue.

Trustee Ramos expressed his concerns about the Balboa Reservoir and parking issues for students. He hopes to make the District a commuter friendly place, which would make the number of students enrolled at City College of San Francisco increase. He also announced a business festival hosted by the Hispanic Chamber of Commerce, which is free so that everyone could attend.

A.S. President Walker expressed his concerns about the Balboa Reservoir and explained that since city planning controls it the students need to be involved more.

Trustee Carter stated that he spoke with Supervisor Sandoval and expressed his concerns to him. He also stated that he agrees with the students that they should also be included. Trustee Carter gave a brief overview on what he is currently involved in. He highlighted the historic summit in Hunter’s Point, which was put together by the Neighborhood Initiatives on Jobs. He thanked everyone for their efforts in the PLA feasibility study, and also suggested that the District should reach out to Mason Tillman on the business festival which is hosted by the Hispanic Chamber of Commerce for more outreach for the District.

Trustee Rodis expressed his concerns and commended Chancellor Day and all the Administrative staff on all their efforts with the Project Labor Agreement (PLA) meeting.

Trustee Marks commended President Rodis for all of his efforts chairing the PLA meeting.

Trustee Rodis invited everyone to attend the Global Filipino Community Network and Convention and highlighted the events, which would be occurring at the convention.

XII. **Chancellor Report**
None at this time

XIII. **Closed Session Announcements**
None at this time

XIV. **Public Comments**
None at this time

XV. **Adjournment:**
President Rodis called for a motion. Trustee Berg moved the motion, Trustee Wong seconded the motion. At the call of the question, All Trustees’ said “Aye”. Meeting adjourned in memory of Robert Barnes, a political consultant for the District and Mayor Brown’s sister, Lovia Doyd, meeting ended at 8:15pm.

Submitted by,

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

The minutes are based on the transcription of the proceedings taken by Michele Shea, a Certified shorthand reporter.

The foregoing Minutes approved at the meeting of the Board of Trustees
____________________, 2002

Approved:______________________________, Vice Chancellor of Finance and Administration

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
I.  Open Session:

Call to Order:  President Rodis called the meeting to order at 6:30 P.M.

Roll Call:  The following Trustees were present: Johnnie L. Carter Jr., Milton Marks III, Julio Ramos, and Lawrence Wong.

Also present:  Student Trustee Rick Cantora, Chancellor Day, and Legal Counsel Ronald Lee.

Arrived Late:  Trustee Dr. Anita Grier

Absent:  Trustee Dr. Natalie Berg

II.  Pledge of Allegiance:

Vice President Carter led the Trustees and the audience in the Pledge of Allegiance.

III. Approval of the Minutes

President Rodis asked if there were any modifications to the regular Board meeting minutes.

Trustee Ramos stated that he had a few modifications to the minutes. He wanted to have the record reflect the following: "Page five where it states, Trustee Ramos asked if the Chancellor could read his amendments prior to voting. Amendments were read establishing that the Board’s preference for San Francisco residents in all apprenticeship programs that will arise from the PLA." He understood that his modifications were for the Special Board meeting minutes and wanted the modifications to be reflected in the August 27, 2002 special Board meeting minutes.

President Rodis called for a motion. Trustee Ramos moved the adoption of the minutes, Trustee Carter seconded the motion, All Trustees said “Aye”, and the minutes for the August Regular Board Meeting were adopted.

President Rodis asked if there were any modifications to the Special Board meeting minutes. President Rodis called for a motion. Trustee Ramos moved the adoption of the amended minutes, Trustee Marks seconded the motion, All Trustees said “Aye”, the amended minutes for the August Special Board Meeting were adopted. Trustee Carter abstained from the vote because he was not at the August Special Board Meeting.

IV. Adoption of the Resolutions Agenda

Counsel Lee referred to the handout titled, "Additions and Modifications", detailing changes in the agenda. He stated that B1, B6, B13, S1, G8 was revised, B9a was added, and B2 was withdrawn. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the "Brown Act."

Counsel Lee explained that Resolution No. 020926-B6 had a minor modification to letter C and stated that the total amount should read $133,560.62.

Trustee Marks asked if the California Environmental Quality Act (CEQA) resolution was submitted in this month’s agenda.

Chancellor Day explained that the representative for CEQA will be at next month's board meeting and at that time the District would place a resolution into the monthly agenda for discussion.

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

All Trustees voted “Aye”, and the Resolutions Agenda was adopted.

V. Approval of Consent Agenda Items
Trustee Wong moved to adopt resolutions B1-B14 as consent calendar items, with the exception of B11 and B14. Trustee Carter, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The B resolutions were adopted.

Trustee Wong moved to adopt resolutions C1-C4 as consent calendar items, with the exception of C2. Trustee Carter, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The C resolutions were adopted.

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

VI. Special Presentations
Chancellor Day congratulated Ms. Martha Lucey for her nomination for the NCMPR District 6 Medallion Award. He also thanked Ms. Lucey and staff for creating the public service announcement for the District.

Trustee Marks asked if Ms. Lucey would be giving a presentation on the public relations department at City College of San Francisco.

Chancellor Day stated that Ms. Lucey is scheduled to give a presentation at another meeting.

VCFA Goldstein introduced Mason Tillman Associates who would be discussing various reports on the results on the SLBE program at the District. He suggested that the Board might want to consider taking Resolution No. 020926-S1, which would give authorization to retain consulting services required to facilitate actions necessary to accommodate effective expansion of the SLBE program out of order. He also suggested that after the Board passes Resolution No. 020926-S1 they also should adopt Resolution No. 020926-B3, which would give the District an opportunity to contract with Mason Tillman Associates to provide outreach services.

Dr. Eleanor Ramsey, CEO of Mason Tillman gave an extensive presentation about the SLBE program and highlighted the following:

- National Small Business Profile
- San Francisco Business Profile 1999
- SLBE by Employee’s
- SLBE Contracting Open House
- Construction Prime Contract Dollars years to date
- Construction Subcontractor Contract dollars year to date
- Professional Services Prime Contract dollars year to date
- Informal contract dollars year to date
- Recommendations/Review Procurement Practices
- Regular staff training
- Assembly Bill 1084
- Small Business Definition
- Implementation Plan

Trustee Wong thanked Dr. Ramsey for her presentation and asked why wasn’t there any African-American representation in terms of the construction prime contract dollars awarded, July 2001 to June 2002. He also asked what is the District doing or not doing in terms of outreach.

Dr Ramsey stated that the most significant piece that maximizes the participation of all segments of the community would be the size and type of contracts.

Trustee Wong stated that the District has been hesitant to breakup contracts because of some administrative nightmares and hopes that the District would recognize that sometimes the District may need to explore and be creative in addressing the size of these contracts for a lot of the smaller contractors.

Dr. Ramsey stated that it was a point well taken and in some states they have separate contracts mandated by law for various construction contracts.

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Trustee Wong asked if AB-1084 mandates that the District break up some of these contracts.

Dr. Ramsey stated that AB-1084 doesn’t mandate breaking them up, but to the extent that they are establishing a 25 percent goal for the State.

**ACTION ON S1**
**FINANCE & ADMINISTRATION FY2002 ANNUAL SLBE REPORT**

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

Trustee Marks asked if the cost that is illustrated in the table in the Mason Tillman Report is low.

Dr. Ramsey stated that the $2500 may seem low in some cases but it reflects the nature of a discussion with staff as the District looks at cost, and indicates whether the cost was going to be low, high or otherwise.

Trustee Marks asked about the reason why the pre and post award SLBE reporting requirements are not being adhered to either by the prime contractors or the District staff.

Chancellor Day and Dr. Ramsey explained that the District needs to implement a program prior to deciding on the construction goals.

Trustee Carter asked who has the first responsibility under AB1084 within the District of collecting data, making it available and making sure that the District is using that data appropriately in making awards.

Chancellor Day stated that the District has to make sure that all the documentation requirements are fulfilled and then the District will use that as a basis of evaluating who gets the contract and then the District will use that also as a basis for monitoring.

Trustee Marks asked if the District is considering reducing the SLBE program.

Chancellor Day assured Trustee Marks that the SLBE program is not being considered to be reduced.

Trustee Marks asked why are small, local business having difficulty obtaining contracts.

Dr. Ramsey stated that it is a combination of things including the timeliness of the receipt of information.

Trustee Wong asked who would make up the Small Business Procurement Advisory Committee referred to in the resolution and if those members may be contractors.

VCFA Goldstein stated that the District has worked with representatives of various communities of San Francisco in the past on similar policies where they have invited representatives from different ethnic and racial chambers, as well as from small business groups, and it is from those same pools that the District would seek representation.

Trustee Ramos asked for clarification on the MTA report. He paraphrased what he thought Dr. Ramsey was saying in her report and asked if the MTA contract with the District is strictly limited to analyzing construction and professional services related to construction.

Dr. Ramsey gave an overview of the MTA Report and stated that the MTA contract with the District is limited to analyzing construction and professional services related to construction under the current program. She stated that the SLBE program is currently restricted to construction and construction-related professional services.

Trustee Marks stated that he would vote for the resolution but he is doing it under protest because he object to the MTA report being given out late and believes that it is a disservice because it doesn’t allow the Board to do their job properly.

President Rodis called for the vote, All the Trustees said, “Aye”, S1 was adopted.

**ACTION ON B3**
**Authorization be given to contract with Mason Tillman Associates, LTD to provide outreach services to the San Francisco business community; semi-annual independent evaluation of the Districts’**

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
SLBE Program; and expert consultative services to staff on issues pertaining to the SLBE Program at a cost not to exceed $70,000 for the period October 1, 2002 through June 30, 2003

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

Trustee Ramos asked about the scope of the contract in relation to legal services or computer contracts.

Chancellor Day explained that this doesn’t apply to AB1084. He stated that it’s relevant to the scopes of the MTA contract and the contract as specified focuses on construction-related, professional services and construction.

Trustee Ramos suggested he would like the resolution to be modified to state that the District would expand the SLBE program to incorporate other professional services not strictly related to construction contracts.

Trustee Marks asked to incorporate Trustee Ramos’s recommendation, “as part of its services to the District to recommend overall goals and policies including public processes” to the resolution.

Trustee Carter expressed his concerns regarding Trustee Marks recommendation, and suggested that the Administrative staff come back next month with the recommendation either for amending our SLBE if appropriate or give the Board another alternative that meets the same criteria or goal, but at this time the Board should vote on this resolution how it stands.

President Rodis explained that this resolution is part of an implementation of a policy that this board is committed to construction and to ask MTA to set up an implementation program for a policy the District has not yet developed would not be proper.

President Rodis called for the vote, All the Trustees said, “Aye”, B3 was adopted.

Frances Lee presented the early tenure committee chairs that would introduce the Tenure candidates, Rebecca Mauleon-Santana from the Music Department and Theresa Gensler from the PE/Dance Department.

Ms. Mauleon-Santana thanked the early tenure committee chair, Madeline Muller for the opportunity of early tenure and looks forward to continuing her career at City College of San Francisco.

Ms. Gensler thanked Brad Duggan and Dan Hayes for their support and looks forward to continuing her career at City College of San Francisco.

**ACTION ON S3**
Support of Proposition 52, the Election Day Voter Registration (EDR) Proposition, also known as. Same-day Voter Registration.

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

Chancellor Day introduced Tim Killikelly, faculty member at City College who expressed his support for Proposition 52, the Election Day Voter Registration (EDR) Proposition, also known as Same-day Voter Registration.

Chancellor Day gave a brief overview about the voting opportunities this may provide for the students at City College of San Francisco.

Ed Murray, VP of AFT 2121 also expressed his support for Proposition 52, the Election Day voter registration (EDR) proposition, also known as Same-day Voter Registration.

Trustee Wong thanked Mr. Killikelly for all of his efforts towards voting opportunities for the students.

Mr. Killikelly thanked Chancellor Day for all of his support on various levels with Proposition 52.

President Rodis called for the vote, All the Trustees said, “Aye”, S3 was adopted.

**VI. Monthly Financial Report**
CFO Kendrix gave the monthly financial report as of September 23, 2002 (FY2002). He stated the District is in the process of closing its financial records for the period ending June 30, 2002. It is anticipated that the process will be completed by the end of September.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
CFO Kendrix stated that at this time the District is projecting an unreserved undesignated ending balance, of $2.1 million. He also stated that in addition to this amount, as of June 30, 2002 the Board’s Designated Reserve would be $5,500,000, which is an increase of $550,000 from the previous fiscal year.

CFO Kendrix stated that the college’s financial activity for fiscal year 2002-03 through September 17, 2002 is within budget. He started that with 21.92% of the fiscal year completed, the College has expended and encumbered 21.47% of the approved operating budget. The District is projecting that when the fiscal year is completed, the college would have spent 99.97% of the approved budget. He also stated that current revenues are in accordance with the approved budget as well. He added that the District is projecting that when the fiscal year is completed the College would have received a total of $159,645,910 in total revenue, which is equal to the Annual Budget.

CFO Kendrix stated that based on the information known to date the Unreserved/Undesignated Ending Balance could be dramatically less than the $2.1 from the previous fiscal year. He stated that although the current projection assumes all of the Unreserved/Undesignated Beginning Balance would be expended, the object would be to manage the District’s resources to generate a June 30, 2003 Unreserved /Undesignated Ending Balance of $2.0 million.

CFO Kendrix stated that in addition to this amount the District projects that the Board’s Designated reserve would be $4M at the end of the current year, a decrease of $1.5M from the previous year. The decrease is the result of the planned use of $1.5M to help balance this year’s expenditure budget.

Trustee Marks thanked CFO Kendrix for addressing his suggestion for the Bond 1997 report. He also commended the District for pulling all of their financial data together so fast.

CFO Kendrix stated that he developed a system and it usually takes a couple of days.

Trustee Marks hopes that the enrollment reports could also be released in a timely manner like the monthly financial report.

Trustee Wong asked if the District would be okay with four million dollars as a designated Board reserve.

CFO Kendrix stated that the District expects it to be higher in the sense that we are trying to achieve an unreserved and undesignated ending balance of an additional two million.

VIII. Action on other Resolutions Agenda Items
ACTION ON B1
Adoption of Final 2002-2003 Annual Budget

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

VCFA Goldstein explained that the Board has before them the final budget and gave an overview of the resolution. He passed out a chart that explained the differences between the tentative budget and the final budget. He gave various examples of the financial considerations that the District had to take into account to make the budget balance.

VCFA Goldstein elaborated on the details of the final budget to give the Board a better idea of how the budget was balanced.

Trustee Wong asked if the Board should be getting any reports from the College Development office about enhancing the District revenue base.

Chancellor Day explained that the District is actively pursuing outside funding that directly augment supports some of the things that the District is trying to do with many programs. He also stated that he would provide a report to the Board that would explain District revenue.

VCFA Goldstein stated that Kathleen Alioto, Director of College Development has been very productive donations but it is very difficult to find donations for operating expenses for the District.

Trustee Marks asked for someone to clarify how much is the actual budget.

VCFA Goldstein explained that it is important to keep the distinction clear between the unrestricted funds and other funds. He stated that the District is asking the Board to approve the level of spending specified on the resolution for unrestricted general funds.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis expressed his concerns regarding the role and responsibilities of the Board of Trustees.

Trustee Marks expressed his concerns about how the Board needs to be more active in the process of the final budget.

Trustee Wong stated that he understands Trustee Marks concerns but it does take time to feel comfortable with the information regarding the budget. He stated that by having more budget workshops and other workshops it might clarify some concerns that Trustee Marks has.

Trustee Carter supported the final budget and expressed his concerns about his colleague’s suggestions and stated that these concerns should be voiced at various committee meetings instead of the Board meetings.

Trustee Ramos stated that last month there was a resolution for expenditures totaling $35.7M and asked how is related to the budget.

VCFA Goldstein stated that at the last meeting there was a resolution that was essentially a cleanup bill for the 2001-2002 budget final adjustments. He also stated that the District didn’t spend beyond the authority from the Board but the District needed to make adjustments within those categories.

CFO Kendrix explained why the District looked like it was in a deficit and explained the audit fund was the two million allocations.

President Rodis called for the vote, All the Trustees said, “Aye”, Except Trustee Marks who said “Nay”, B1 was adopted.

8:55PM RECESS

ACTION ON B4
authorization is hereby given to the Community College League of California for services needed to create a statewide database on utilities usage and for auditing the College’s utility bills from October 1, 2002 through December 31, 2005, all costs to be paid solely with a portion (30%) of actual utility payment refunds

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

President Rodis called for the vote, All the Trustees said, “Aye”, B4 was adopted.

ACTION ON B5
Authorization be hereby given to contract with OmniPro Systems, Inc. to provide all desktop and laptop computers and related services to the District beginning October 1, 2002 through August 31, 2003, with the possibility of three single year extensions upon mutual agreement

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

Trustee Ramos explained that he researched Omni Pro on their website and saw that they had a lot of contracts with Educational institutions throughout the Bay Area and Northern California, including San Francisco State. He stated that on San Francisco State’s website he saw they do have a contractual provision that stated there” whereby contracts of over $10,000 can be subcontracted, and asked if the District is aware of the provision and is that part of this contract.

Doug Re, Director for ITS, stated part of the District’s RFP specified no subcontractors.

President Rodis called for the vote, All the Trustees said, “Aye”, B5 was adopted.

Mr. Re introduced the President from Omni Pro, Ranjan de Costa who gave a brief overview of what Omni Pro is determined to accomplish with the District.

Trustee Grier arrived at 9:10pm

Trustee Ramos asked if OmniPro would be providing a remote ITT monitoring system for the network at the District.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Mr. Ranjan de Costa stated explained that OmniPro has the ability to provide an ITT monitoring system, although the District is requesting a management tool that comes with the INTER monitor Board, which also does more monitoring but not to the extent of what Trustee Ramos saw on the Web.

Trustee Ramos asked if the INTER monitor Board was more restricted then the remote monitoring that Omni Pro would have on all our computer systems at the District.

Mr. Ranjan de Costa stated that the INTER monitor Board was more restricted than the remote monitoring.

Trustee Ramos asked what is the scope of the monitoring that would be done by OmniPro.

Mr. Re stated that there would be no monitoring by Omni Pro. He also stated that the District asked as a part of the process to have monitoring tools so they are internal to City College. He stated that the District would have the ability to monitor the state of the network, and the state of the individual workstations.

Chancellor Day stated that the help desk of the District would have access to this software that would allow the District to monitor and troubleshoot.

**ACTION ON B11**

authorization be given to accept and appropriate funds from the Foundation of City College of San Francisco for the purpose of operating San Francisco’s Educational Access Television Channel 27

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

Trustee Ramos asked if the District is receiving the $74,051 is to fund the TV station.

Bruce Smith, Dean for Liberal Arts/Castro-Valencia Campus stated that the $74,051 would be used to fund the educational access television channel EATV 27.

Trustee Ramos asked how much airtime does the District have with EATV 27.

Dean Smith explained that it’s the District airs 19 telecourses and various others programs as well as San Francisco Unified School District programs.

Trustee Ramos asked if the funding level is based on franchise fees from the City & County.

Dean Smith gave an explanation of the franchise fee that is evenly distributed among various groups.

President Rodis requested that the Graduation Ceremonies for the District also be televised.

Trustee Grier stated that she believes that the quality of the sound of the meetings on TV has improved and asked what did the District do to make the sound quality better.

Francine Podenski, Department Chair for broadcasting explained that the quality of the sound of the meeting on TV has improved with AT&T services and the District’s technology improvements.

Trustee Wong expressed his concerns about how important it is for the District to try to maintain the quality of the our broadcasting.

Trustee Rodis asked if announcements could be advertised on EATV27.

Ms. Podenski stated that unfortunately due to budget cutbacks the position that posts announcements is currently vacant, but she will try to do what she can.

Trustee Wong stated that the District should also consider televising committee meetings.

Vice President Carter called for the vote, All the Trustees said, “Aye”, B11 was adopted.

**ACTION ON B14**

Authorization be hereby given to contract with and appropriate funds from the Private Industry Council, Inc. of San Francisco for the San Francisco Assessment Center (SFAC) to provide vocational assessment at Career Link for the period September 1, 2002 through June 30, 2003, in the amount of $90,000

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Marks moved the resolution, Trustee Carter seconded the motion.

Trustee Marks asked if the reason why this resolution is retroactive is because specific workers were dislocated.

Phyllis McGuire, Dean of the Evans Campus explained that was part of why this resolution had to start in September because a specific employer was downsizing and two hundred employees needed immediate assessment.

Trustee Marks asked if the downsizing didn’t happen would the District bring this resolution forward to the Board.

Dean McGuire stated that if the company did not downsize, the resolution would still be presented to the Board but it would be effective October 1st.

Trustee Carter asked if this resolution has anything to do with the one stop career center located in the South East Community Facility.

Dean McGuire stated that the Southeast Facility is considered a satellite. She stated that the full service one stop is funded partially by the Workforce Investment Board, as well as by the consortium partners.

Trustee Carter asked if any of the funding can be applied to the satellite, or those who wish to go to the satellite location.

Dean McGuire explained that the dollars are going to be for the full service one stop, unless there was a need to go out and provide some sort of assessment.

President Rodis called for the vote, All the Trustees said, “Aye”, B11 was adopted.

ACTION ON C2
EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies, Services, Etc., more than $3,000

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

Trustee Marks suggested that there should be a column that has actual expenditures or encumbrances, which would show the difference.

Trustee Ramos asked who is Stewart & Barnes LLP, what was their contract about and what services were provided.

Chancellor Day explained that they were the federal government relations firm that the Board approved. The firm represents the District in Washington, D.C. on matters related to the federal budget, and other elements of our advocacy agenda at the federal level.

Trustee Ramos asked for the status of the activities with Steward & Barnes.

Chancellor Day stated they are working on targeting things of an earmarked nature. The District is working at trying to find, and get support from a special earmark out of the HHS budget to support some preliminary planning monies for the Joint-Use Facility with San Francisco State University.

Trustee Ramos requested a status report on Steward & Barnes regarding what they are doing on our behalf and what projects they are working on.

Chancellor Day stated that he would work with them to provide a status report.

President Rodis called for the vote, All the Trustees said, “Aye”, C2 was adopted.

ACTION ON S2

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

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day explained why the District should be in support of Proposition 47 by giving an overview of the resolution.

Ed Murray, VP AFT2121 gave an overview of Proposition 47 and explained how the AFT has been working to get this proposition passed. He hopes to get support for statewide funding for Proposition 47.

Trustee Grier asked if the District made contact with the President of United Administrators of San Francisco (UASF) to ensure that Prop.47 would pass.

Mr. Murray stated that the District has not been in contact with them.

Trustee Grier stated that she would provide some assistance to Mr. Murray so the UASF could participate. She also asked at what level is the Community College League participating to ensure that Prop. 47 passes.

Leslie Smith, Director for Government Relations, explained that the facilities coalition is running it not the Community College League but stated how the Community College League is participating.

President Rodis called for the vote, all the Trustees said, "Aye", S2 was adopted.

VIII. Report from Associated Students
William Walker, President of the Associated Students stated that this would be his last report because he is resigning as he is transferring to a four-year college. He stated that Kevine Bogges, was elected in coming AS president for the remainder of the year. He gave a brief overview on what the Associated Students is currently involved in, such as, various shared governance issues, filling positions in the AS council, setting goals, and highlighted the book loan program, peer mentoring program and various other programs around the District. He mentioned that AS met with the facilities department to discussed a timeline on building renovations around the District.

Trustee Grier asked how many students participate in the book loan program

Chancellor Day stated that she would get a status report in October.

Mr. Boggess stated that he looks forward to work with the District as AS president.

IX. Report from Academic Senate
David Yee, President of the Academic Senate stated that he looks forward to working with District staff. He highlighted various items he has been involved with for the past month. He stated that the Academic Senate has been reviewing the enhanced self-study and the strategic plan. He also stated that faculty members are working with ITS with the desk top rollout project and hopes to continue with the assistance on the project. He also gave an overview on the AS retreat that occurred and extended his congratulations to Rebecca Mauleon-Santana and Theresa Gensler for early tenure.

X. Report from the Classified Senate
Rose Vela of the Classified Senate highlighted various items that Classified Senate has been involved with for the past month. She stated that classified flex day would be on October 14th and looks forward to a few workshops. She also stated that the Classified Senate website would be up and running in early December and that the cookbook that Classified Senate is collaborating on would also be ready for distribution.

XI. Board of Trustee’s Report
Student Trustee Cantora He welcomed Mr. Boggess as the AS president and expressed his sorrow regarding William Walker’s departure from the District. He gave a brief overview on what he is currently involved in. He expressed his concerns about an email he received about the air quality at Ocean Avenue campus due to various renovations that are occurring. He stated that he attended the first meeting of the Executive Board of all of the campuses AS council as well as the International Students fees meeting.

Trustee Wong congratulated Kevine Bogges for being elected the new AS president and wished the best of luck to William Walker. He expressed his support for Proposition 47 and hopes that HIV testing funding continues at the District. He also wanted to adjourn in the memory of Lisa Wong, who passed away on Sept. 5th as a result of complications from Multiple Sclerosis and he expressed his condolences to Ms. Wong’s family.

Trustee Grier requested a taped copy of tonight’s Board meeting and also asked if there was any special report or representative to discuss the HBCU report.

Chancellor Day stated that there wasn’t a representative but he highlighted the HBCU report.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Marks announced his office hours prior to the Board meeting and hopes that he can get a status report at the next board meeting regarding student compensation. He expressed his support for Proposition 52, Election Day Voter Registration (EDR). He also stated that he is looking forward to the next board retreat. He wanted to acknowledge that the District was printed up in the San Francisco Chronicle and the Independent for the Environmental Horticultural Department’s creative creations on their murals. He stated that the Friends of the Urban Forest has offers an internship program for students who are from the horticultural department of City College.

Trustee Ramos commended Trustee Marks for expressing his concerns about the budget and also believes that the Board needs to work harder. He also stated that he had his own concerns about budget cutbacks. He thanked the Board for attending his wedding that occurred a couple of weeks ago. He concluded by highlighting aspects from the Hispanic Business Festival at City College, and thanked Chancellor Day and Ted Alfaro for all of their support.

Trustee Carter express his support with his colleague’s concerns about the budget. He invited everyone to the HBCU transfer day, which was collaborated by United Negro College Fund (UNCF) with HBCU.

Trustee Rodis expressed how much he is looking forward for the next board retreat. He also commended faculty and staff for their constant efforts with the budget. He highlighted various discussions that occurred at the National Conference of the ACCT, the Association of Community College Trustees and the Asian Pacific Islanders Trustees meeting. He also congratulated Trustee Grier for her election to the Diversity Committee of the ACCT.

XII. 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. He highlighted the following:
- Student Access for Technology
- White house Initiative on Historically Black Colleges and Universities (HBCU’s)
- Prop A Citizens’ Oversight Committee Agenda and Meeting Information
- Board of Directors of the Foundation of City College of San Francisco Meeting Agenda and Materials
- Study Abroad program to Cuba

XIV. Public Comments
Julia Bergman, CCSF Librarian gave a brief overview of the Olmsted Mural restoration project and thanked Chancellor Day and VCFA Goldstein for all of their support.

Trustee Wong asked after the Olmsted mural has been restored, how is the mural going to be protected.

Ms. Bergman stated that railings that will be used as barriers would protect the Olmstead mural.

Trustee Marks stated he was delighted that this was an educational opportunity for many individuals who were involved.

XII. Closed Session Announcements
None at this time

XV. Adjournment:
President Rodis called for a motion. Trustee Carter moved the motion, Trustee Wong seconded the motion. At the call of the question, All Trustees’ said “Aye”. Meeting adjourned in memory of Lisa Wong, Executive Secretary for the Vice Chancellor Frances Lee, and Edwin Duckworth a member of the Astronomy Dept at City College, meeting ended at 10:30pm.

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

The minutes are based on the transcription of the proceedings taken by Michele Shea, a Certified shorthand reporter.

The foregoing Minutes approved at the meeting of the Board of Trustees
____________________, 2002

Approved: ___________________________________, Vice Chancellor of Finance and Administration

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
I. Open Session:

Call to Order: President Rodis called the meeting to order at 6:05 P.M.

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

Also present: Student Trustee Rick Cantora, Chancellor Day, and Legal Counsel Ronald Lee.

Arrived Late: Trustee Julio Ramos and Trustee Lawrence Wong

II. Pledge of Allegiance:

Vice President Carter led the Trustees and the audience in the Pledge of Allegiance.

III. Approval of the Minutes

President Rodis asked if there were any modifications to the Regular Board Meeting minutes.

President Rodis called for a motion. Trustee Carter moved the adoption of the minutes, Trustee Marks seconded the motion, All Trustees said “Aye”, the minutes for the Board Meeting were adopted. Trustee Berg abstained from the vote because she was not at the September Board Meeting.

IV. Adoption of the Resolutions Agenda

Counsel Lee referred to the handout titled, “Additions and Modifications”, detailing changes in the agenda. He stated that B6, B7, S2 and S4 were revised, and S6 was added. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

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

All Trustees voted “Aye”, and the Resolutions Agenda was adopted.

ACTION ON S2

Appreciation to Assemblywoman Carole Migden for her many years of dedicated service to and outstanding leadership in the State Assembly

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

President Rodis called for the vote, All the Trustees said, “Aye”, S2 was adopted.

V. Approval of Consent Agenda Items

Trustee Berg moved to adopt resolutions B1-B13 as consent calendar items, with the exception of B7 and B8. Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The B resolutions were adopted.

(Trustee Wong arrived at 6:15pm)

Trustee Carter moved to adopt resolutions C1-C3 as consent calendar items. Trustee Berg, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The C resolutions were adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
Trustee Berg moved to adopt resolutions G1-N1 as consent calendar items, Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The G-N resolutions were adopted.

Trustee Berg moved to adopt resolutions S1, W1, and W2 as consent calendar items, Trustee Wong, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The S1, W1, and W2 resolutions were adopted.

VI. **Special Presentations**

Martha Lucey, Dean of Marketing and Public Relations gave an overview of the Marketing and Public Relations Department at City College of San Francisco. She highlighted an advertising campaign that the Marketing Department has created for Fall 2002.

(Ric Cantora arrive at 6:20pm)

(Trustee Ramos arrive at 6:30pm)

President Rodis presented Ms. Lucey with an award of appreciation for all of her efforts related to public relations for the District.

Trustee Wong and Trustee Grier commended Ms. Lucey for all of her efforts with the advertising campaign for the District.

VI. **Monthly Financial Report**

CFO Kendrix gave the monthly financial report as of October 23, 2002 (FY2002). He stated that the College’s spending to date and projected spending for the rest of the year is within budget. He stated that with a 31.92% of the fiscal year completed, the College has expended and encumbered 32.79% of the approved operating budget. The District is projecting that when the fiscal year is completed the District would have spent 99.85% of the approved operating budget.

He stated that current revenues, with the exception of sales tax revenues, are tracking in accordance with the approved budget. He explained that the city’s revised sales tax forecast has a current year estimate at the same level as last year. At this time no budget adjustments are being recommended but possible loss, and revenues would continue to be closely monitored. He stated that the District’s Unreserved/Undesignated Ending balance could be dramatically less than the $2.1 M from the previous fiscal year. Although the current projection assumes all of the Unreserved/Undesignated beginning balance would be expended, the objective would be to manage the District’s resources in a way that would generate a June 30, 2003 Unreserved/Undesignated Ending Balance of $2.0 million. He also stated that in addition to the $2.1M the District projected that the Board’s designated reserve would be $4,000,000 at the end of the current fiscal year, a decrease of $1,500,000 from the previous fiscal year. He explained that the decrease is the result of the planned use of $1.5M to help balance this year’s expenditure budget.

Trustee Ramos asked how much of lottery funds is the District receiving this year.

CFO Kendrix stated that the District is projecting about $5.1 million dollars.

Trustee Ramos asked if that was more than it was last year.

CFO Kendrix explained that it was a tad higher than last year. The District was just over 5 million dollars last year.

Trustee Marks expressed his concerns and asked how outreach services related construction projects were provided.

VCFA Goldstein stated the District has a rather lengthy automated fax list, which sends announcements about new projects to various construction firms.

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 2003-04

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

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
VCFA Goldstein explained that the cost of providing instruction and related services has increased significantly and the fees that the District charges for non-resident tuition have not been raised at all during the past six years. He recommended tuition for fiscal year 2003-04 be set at $144.00 per semester unit and $9.00 per semester unit for capital outlay and gave a detailed explanation how the District came to these figures.

Chancellor Day asked VCFA Goldstein to elaborate how much revenue would be raised and how would it provide in assistance to the international students.

VCFA Goldstein explained that increase in fees would raise more than $500,000. He also stated that this revenue would assist the District with operational expenses for international students as well as providing counseling and that a portion would be captured as part of the formula for increasing faculty salaries at the college.

Trustee Wong asked when was the last time the District increased fees for International Students.

VCFA Goldstein stated that the last time the District increased fees was 1996.

Jonathan Lam, Member of International Student Association (ISA), expressed his concerns regarding the District’s proposal to increase International Student’s fees and asked what is the District’s promise to maintain having the lowest rate in the bay area.

VCFA Goldstein explained that the District recommended rates for next fiscal year, 2003-04, are equal to the lowest rates charged by our contiguous Bay Area Community Colleges for the current fiscal year, 2002-03. He stated that since it is likely that these other colleges will increase their rates for 2003-04 once again, it is also likely that our rates would remain the lowest in the immediate Bay Area during 2003-04. He also suggested that for future practice the District might want to consider looking at recommended increases every year so the price increase each year could be smaller for the International Students.

Mr. Lam asked if the access of level of services provided to International Students would increase or decrease in the future.

VCFA Goldstein stated that services for the International Students in the District would increase beginning Fall Semester.

Jeffrey Fang, Member of International Student Association (ISA), expressed his concerns regarding the District’s proposal to increase International Student’s fees.

Trustee Wong asked how did the District arrive at the fourteen dollar increase aside from surveying other community college districts in the Bay Area.

VCFA Goldstein stated that the District looked at the direct calculation that the state specifies to figure out what is the cost to the District for educating a student for whom the District does not get state funds. That methodology came to a number higher than the one hundred fifty three dollar total being suggested. Another method the District looked at is what do the contiguous bay area colleges charge, which is the alternative that the code offers and then specifically targeted City College to be the lowest price of that group.

John Chuidian, Member of International Student Association (ISA), expressed his concerns regarding the District’s proposal to increase International Student’s fees.

William Walker expressed his concerns regarding the District’s proposal to increase International Student’s fees. He stated that the Associated Students supports ISA and hopes that the District may find a solution with Nonresident Tuition.

Trustee Grier asked if there were any discussions after 1996 regarding Nonresident Tuition Fee Rate.

VCFA Goldstein stated he recalls an extended discussion at a Board meeting at the Chinatown Campus, but at that it was not a proposed increase. He explained that it had to deal with the capital outlay fee because the law precludes the District from charging this fee to out of state students and only allows it to be charged to out of country students.

Trustee Grier asked by reorganizing the counseling department how did it affect or impact the International students.

VCSD Griffin stated there were three counselors who were working with the international students plus one FTE counselor with this plan, which make it four, which positively affected the international students.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Grier asked if the program has been implemented.

VCSD Griffin stated that the program has been implemented. In fact the three counselors who are working with the international students had worked with that group of students for the past eight or nine years and all of the services and everything in terms of support for the students remaining the same until this proposal came up. The decision was that part of the increase would go to funding an additional one FTE. He also stated that part of the plan is for additional coordinating activities for international students and additional money to implement the SEVIS requirements that have been imposed on the District.

VCFA Goldstein explained various reasons why the District should consider increasing the Non Resident Tuition rate.

Trustee Marks suggested that the Board should table this resolution for further discussion for the next Board meeting.

President Rodis called for the vote, All the Trustees said, “Aye”, B1 was tabled until the November 21, 2002 Board meeting.

**ACTION ON B2**

Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended June 30, 2002.

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

President Rodis called for the vote, All the Trustees said, “Aye”, B2 was adopted.

**ACTION ON B4**

Authorization be hereby given to amend the Agreements with Levy Design Partners, Hamilton Aitken Architects, Mock/Wallace – Barcelon & Jang, Finger & Moy Architects, Baker Vilar Architects, and Powell & Partners Architects to extend the contract time to June 30, 2004 and increase each contract amount to a not to exceed cost of $750,000 if such action is needed

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

President Rodis called for the vote, All the Trustees said, “Aye”, B4 was adopted.

**ACTION ON B7 & B8**

B7 - Authorization be hereby given to contract with the lowest responsible bidder, A. Ruiz Construction Co. & Associates Inc. for the project: Evans Campus MOCD Improvements & Seismic Upgrade, to be completed on or before June 1, 2003, at a cost not to exceed $2,281,874.00

B8 - Authorization be hereby given to contract with the lowest responsible bidder with Rose Construction for the project: City College Warehouse Repair, to be completed on or before May 1, 2003, at a cost not to exceed $246,449

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

VCFA Goldstein gave an overview of the resolutions and explained that although the District is awarding the contract(s) to the lowest responsible bidder for these construction projects who are now the lowest responsible remaining bidders because the lowest bidder withdrew in each of these resolutions. He explained that each construction company presented information to the District backing up their claim that they had left items out of their bid.

Vice President Carter called for the vote, All the Trustees said, “Aye”, B7 & B8 was adopted.

**ACTION ON B9**

Authorization be hereby given to contract with the lowest responsible bidder, EIP Associates, from November 8, 2002 through July 1, 2003 for special services and advice to provide the District with

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Berg moved the resolution, Trustee Wong seconded the motion.

VCFA Goldstein stated that this resolution was to provide consulting services for achieving CEQA compliance for projects at the Ocean Avenue Campus and other campus sites was tabled at the last Board meeting due to concerns about EIP Associates. He gave a brief overview of the resolution and introduced Michael Rice.

Michael Rice, Principal of EIP Associates explained that EIP Associates sent correspondence to the Board to respond to comments and concerns that Trustee Marks had. He also gave an overview of EIP services for the District on various projects including the Mission Campus.

Trustee Marks thanked Mr. Rice for coming and expressed several concerns about the manner in which EIP ha treated the Mission Theater in the EIR for the Mission Campus.

Trustee Ramos asked what were the EIP’s conclusions regarding the cultural and historical significance of the New Mission Theater when the EIR was drafted.

Mr. Rice explained that the conclusions were stated in the EIR for the Mission Campus. He elaborated by reading what was stated in the EIR.

Trustee Ramos asked Mr. Rice would he still agree with his initial statement that there was not cultural or historical significance to the New Mission Theater now that he had more information.

Mr. Rice stated subsequent to the drafted EIR, comments and responses, and certification of this EIR in 1998, and its challenge in court as to its adequacy, other information was developed that is now on the record that the New Mission Theater is potentially a historic resource.

Trustee Berg expressed concerns about judging EIP Associated based on Trustee Marks discretionary reviews. She stated that there are no reasons why the District should second-guess EIP Associates regarding their experience and knowledge and recommended voting in favor of the passing the resolution.

Trustee Marks expressed his concerns about how EIP Associates maintained CEQA requirements for the District.

President Rodis expressed his concerns and stated that it was unfair to criticize EIP Associates regarding the 1998 findings of their EIR report because they were not provided with as much information as the District has now.

Trustee Grier wanted VCFA Goldstein to clarify what the Board would be voting on tonight with this resolution.

VCFA Goldstein explained that the resolution that is front of the board this evening is for CEQA services for other projects in the 2001 Bond, not necessarily related to the Mission Campus.

Trustee Wong asked if there were four firms that submitted proposals and it is the District’s recommendation that the Board approves this firm.

VCFA Goldstein stated that the District has confidence in EIP Associates qualifications to do the required work.

President Rodis called for a roll call vote, All the Trustees said, “Aye”, with exceptions of Trustee Marks and Trustee Ramos who said, “ Nay”, B9 was adopted.

ACTION ON S3
Approval of the Chancellor’s Annual Performance Objectives for 2002-2003

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

Trustee Ramos asked if Chancellor Day has any diversity goals in his annual performance objectives.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis stated that the Board shares Trustee Ramos sentiments, although the question is the legality of whether the District can actually make an allocation given certain laws that specifically prohibit that especially with Proposition 209. And therefore, the District cannot impose a plan or objective when the District has not determined the legal aspects behind it.

Chancellor Day stated that he shares the vision of the Board of Trustees and District members about diversity and explained that he has a plan of action and is currently working on it.

Trustee Ramos recommended a placeholder in the resolution for another section that would focus on diversity goals.

Trustee Carter asked if diversity goals would be added for next year’s Annual Performance Objectives for the Chancellor.

Chancellor Day stated that it would be included in the annual plan for 2003-04.

Trustee Grier stated that there should be a Diversity Committee meeting and asked about the diversity report and suggested that we have a placeholder in the resolution to allow the Board to enhance the objectives that are presented.

Trustee Berg stated that when blanks are presented in a resolution it’s unsettling because it appears that someone left something out intentionally. She suggested that after the committee has met the Board could come back and revisit this resolution and make the necessary modifications.

President Rodis called for the vote, All the Trustees said, “Aye”, S3 was adopted.

**ACTION ON S4**

Technical Amendments to AB 540 Public postsecondary education: exemption from nonresident tuition and establishing Federal eligibility for financial aid and state residency

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

Trustee Carter gave an overview of the resolution and explained that AB540 is legislation that expanded access to California’s public universities and colleges by exempting certain nonresident students who have attended high school in California and received a high school diploma or its equivalent from payment of nonresident tuition. However, students receiving a high school diploma from an adult school or community college were not included in the original legislation. It is the intent of the California Community Colleges to pursue technical amendments in the system legislative package to allow adults students receiving their high school diploma to receive the same exception from paying out of state tuition in the 2003-04 legislative session.

Chancellor Day explained that the District passed a resolution last month regarding AB540. Since the resolution did not have the correct language the District is asking the Board to pass it with the proper language.

President Rodis called for the vote, all the Trustees said, “Aye”, S4 was adopted.

**ACTION ON S5**

Approval of New Administrative Evaluation and Contract Renewal Procedures

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

President Rodis called for the vote, All the Trustees said, “Aye”, S5 was adopted.

**ACTION ON S6**

Submission of Midterm Report to WASC

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

President Rodis called for the vote, All the Trustees said, “Aye”, S6 was adopted.

IX. **Report from Academic Senate**

David Yee, President of the Academic Senate congratulated Vice President Carter, Trustee Grier and Trustee Wong for their re-election. He sent out his condolences to Jeff Trinidad’s family and gave an overview on what the Academic Senate is currently involved in, such as, Fall Plenary, encouraging students

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
to vote, Annual Academic Senate Retreat, reviewing the AA & AS requirements, faculty e-files privacy, and reviewing the strategic plan.

Ed Murray, Vice President for AFT 2121 congratulated the re-elected Board members and expressed his disappointment that Assemblywoman Carole Migden did not appear at tonight’s Board meeting. He also expressed concerns about the Mission Campus.

VIII. **Report from Associated Students**
Kevine Boggess, President of the Associated Students expressed his condolences to Jeff Trinidad’s family and gave a brief overview on what the Associated Students is currently involved in, such as, executive board meeting, setting goals, and looking for a new Book Loan Coordinator. He also hopes that the District and the students could compromise on the Non-Resident Tuition fees.

X. **Report from the Classified Senate**
Rose Vela of the Classified Senate highlighted various items that Classified Senate has been involved with for the past month. She also stated that the Classified Senate website would be up and running in early December and that the cookbook the Classified Senate is collaborating on would also be ready for distribution. She stated that the Classified Senate is also in the process of launching their heart and soul program at the end of November.

XI. **Board of Trustee’s Report**
Student Trustee Cantora congratulated the re-elected Board members and gave a brief overview on what he is currently involved in, such as, attending the Diversity Committee meeting at De Anza College and attending AS Executive Board meetings. He also hopes that Chancellor Day provides leadership in the continuous improvement of our faculty staff hiring procedures in order to achieve appropriate levels of diversity on our staff.

Trustee Wong thanked Student Trustee Cantora for being vigilant about diversity in hiring because this has been an issue that has been going on for some time. He congratulated Trustee Grier and Trustee Carter for their re-election and thanked the District’s staff for all of their effort. He also gave a brief overview of the Facilities Committee Meeting, which occurred on October 25, 2002.

Trustee Berg complimented District staff who assisted with the WASC report. She stated that she attended the listening sessions and encouraged others to attend.

Trustee Grier expressed her condolences to the Trinidad family, as well as congratulated Assemblywomen Carol Migden and thanked the voters for her re-election. She stated that she is looking forward to work with various clubs and committees in the District.

Trustee Marks congratulated the re-elected Board members and commended the other candidates who did not make it to the Board. He commended District staff that assisted with the WASC report. He also expressed his concerns about communication and compromises in the District and hoped there is resolution with various situations.

Trustee Ramos expressed his concerns about the leadership of the United States and explained that he would be sponsoring resolutions in the future that will protest our militaristic policies. He also expressed his concerns about the Mission Campus and congratulated the re-elected Board members.

Trustee Carter thanked the voters for returning him to the District’s Board as well as the voters at large in the city and county, the students, District employees and various constituents. He also congratulated Trustee Grier and Trustee Wong on their re-election. He stated his concerns about diversity in the District’s hiring and expressed his condolences to Jeff Trinidad’s family and hopes that the Board could adjourn this meeting in memory of Bob Burton as well whose birthday would have been celebrated on this date.

Trustee Rodis expressed how disgraceful it was for the San Francisco Chronicle not to endorse any community college candidates. He congratulated the re-elected Board Members and expressed his condolences for the Trinidad family.

XII. **Chancellor Report**
Chancellor Day congratulated the re-elected Board members and 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. He highlighted the following:

- Listening Session Schedule and notes
- Copy of Classified Flex Day Program Brochure
- Koret Basic Skills Proposal Correspondence and Resource Development Overview
- Final Legislative Report –State 2001-02 Session

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
He also commended Frank Chong, Dean of Student Affairs on completing his doctorate.

XIV. **Public Comments**

NONE AT THIS TIME

XIII. **Closed Session Announcements**

Counsel Lee announced that the Board met in Closed Session and took the following actions:

- The Board authorized a defense for the District and District employees in the case of Pauline Balistreri v. City College Of San Francisco, Chang, Wou, Moreno, et al. This is an action in which a former employee alleges discrimination based on age and physical disability. The vote was as follows:
  AYES – Berg, Carter, Grier, Marks, Rodis
  ABSENT – Ramos, Wong

- The Board also authorized a defense for the District in the case of Amar v. SFCCD. This is an action by a former student for personal injuries. The vote was as follows:
  AYES – Berg, Carter, Grier, Marks, Rodis
  ABSENT – Ramos, Wong

XV. **Adjournment:**

President Rodis called for a motion. Trustee Wong moved the motion, Trustee Ramos seconded the motion. At the call of the question, All Trustees’ said “Aye”. Meeting adjourned in memory of Johnny Lewis, a custodian at the Downtown campus, Jeff Trinidad, City College Student, and Bob Burton, former Board member, meeting ended at 9:15pm.

Submitted by,

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

The minutes are based on the transcription of the proceedings taken by Michele Shea, a Certified shorthand reporter.

The foregoing Minutes approved at the meeting of the Board of Trustees

____________________, 2002

Approved: ____________________________, Vice Chancellor of Finance and Administration
I. Open Session:

Call to Order: President Rodis called the meeting to order at 6:00 P.M.

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

Also present: Chancellor Day and Legal Counsel Ronald Lee.

Arrived Late: Student Trustee Rick Cantora

Absent: Trustee Johnnie L. Carter Jr.

II. Pledge of Allegiance:

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

III. Approval of the Minutes

President Rodis asked if there were any modifications to the Regular Board Meeting minutes.

(Student Rick Cantora arrived late, 6:05pm)

Trustee Marks suggested that he would like a few modifications to be reflected in the minutes. He explained that all information was known by EIP associates when they did the Mission EIR, and that they disregarded it, and they misled the District in the use of that information.

President Rodis called for a motion. Trustee Berg moved the adoption of the minutes, Trustee Grier seconded the motion, All Trustees said “Aye”, the minutes for the Board Meeting were adopted. Trustee Berg abstained from the vote because she was not at the September Board Meeting.

IV. Adoption of the Resolutions Agenda

Counsel Lee referred to the handout titled, “Additions and Modifications”, detailing changes in the agenda. He stated that B5, B7, and B12 were revised, and P1 was added. B1 and B4 were substitute Resolutions and B8 was withdrawn. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the “Brown Act.”

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

All Trustees voted “Aye”, and the Resolutions Agenda was adopted.

V. Approval of Consent Agenda Items

Trustee Berg moved to adopt resolutions B1-B15 as consent calendar items, with the exception of B2, B3, and B15. Trustee Wong, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The B resolutions were adopted.

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

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Trustee Wong moved to adopt resolutions G1-N1 as consent calendar items, Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, "Aye". The G-N resolutions were adopted.

Trustee Berg moved to adopt resolutions Q1-Q4 as consent calendar items, Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, "Aye". The G-N resolutions were adopted.

Trustee Berg moved to adopt resolution S3 as consent calendar items, Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, "Aye". The S1, W1, and W2 resolutions were adopted.

VI. Special Presentations

Chancellor Day announced the top three winners of the Chancellor’s annual winter greeting card competition. He congratulated first place winner, Marlisa Fisher, Second place winner, Yelena Bondarenko and third place winner Mimi Dwa for all of their efforts with the competition.

VII. Monthly Financial Report

CFO Kendrix gave the monthly financial report as of November 12, 2002 (FY2002). He stated that the College’s spending to date and projected spending for the rest of the year is within budget. He stated that with a 37.31% of the fiscal year completed, the College has expended and encumbered 36.73% of the approved operating budget. The District is projecting that when the fiscal year is completed the District would have spent 99.83% of the approved operating budget.

He stated that current revenues, with the exception of sales tax revenues, are tracking in accordance with the approved budget. He explained that the City’s revised sales tax forecast has a current year estimate at the same level as last year. The District’s budget anticipated a 3.25% increase, which is $400,000 more than last year’s level. However, at this time no budget adjustments are being recommended to offset this possible loss, and revenues will continue to be closely monitored. He explained that the District is still projecting that when the fiscal year is completed the District would have received a total of $160,996,628 in total revenue and resources, which is equal to the Annual budget. He concluded to explain that the District’s Unreserved/Undesignated Ending Balance could be dramatically less than the $2,100,000 from the previous fiscal year. Although the current projection assumes all of the Unreserved/Undesignated Beginning Balance will be expended, the objective would be to manage the District resources in a way that would generate a June 30, 2003 Unreserved/Undesignated Ending Balance of approximately $2.0 million. He explained that in addition to this amount the District projects that the Board’s designated reserve would be $4,000,000 at the end of the current fiscal year, a decrease of $1,500,000 from the previous fiscal year. The decrease’s the result of the planned use of $1.5 million to help balance this year’s expenditure budget.

He also stated that the annual audit is currently occurring and the report would be finished in December and the District would present it at the January Board meeting.

Trustee Marks asked if the District went through the RFQ or RFP process for a new auditor.

CFO Kendrix stated that the District did go through a process and received resumes in October and explained how the District went through the selection process to select the auditors.

Trustee Marks asked what would make up the difference in the sales tax projection.

CFO Kendrix explained that he has confidence based on the history of the institution’s finances that there would be extra money, but does not necessarily know what that extra money is going to be right now.

Trustee Ramos stated that by looking at the bottom line where it is stated based on the information known to date the Unreserved, Undesignated Ending Balance could be dramatically less than the $2.1 million thousand from the previous fiscal year. He asked what was the District attributing this statement to? What are the underlying factors that would lead to that dramatic lessening?

CFO Kendrix stated that the District has planned to use the Annual Budget Beginning Balance. He also stated the District will try to manage resources so that we don’t spend as much as authorized, which is 160.9 million dollars. He stated that the District hopes to have an unreserved, Undesignated Ending Balance of $2M dollars.

Trustee Ramos asked would the primary economic factor be in a fall in sales tax revenue at the city level, or city/county level.

CFO Kendrix stated that sales tax revenue is driven by the downturn in the last year. He explained that the District is looking at revenue potentially this year of almost $15M dollars and now the District is down to just about $12M.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*

2
Trustee Ramos asked what is currently the Board's designated reserve.

CFO Kendrix explained that it is $5.5 million dollars, but by year-end based upon the budget his year, would go down to $4 million.

Trustee Ramos asked how would raising the fees and creating that additional revenue impact both the Undesignated Ending Balance and/or the Board’s Designated Reserve.

VCFA Goldstein stated that there is a proposed budget in the B1 resolution for additional revenue that would generate an increase and shows that most of the revenue would be spoken for in the form of spending. He stated that approximately $200,000 would be available from that increase to help the District’s General Fund or general operating budget. He also explained that how that would affect the $4M is really an impossible question to answer at this point with only three or four months of the fiscal year gone.

Trustee Wong asked when is the Annual 311 report usually due.

CFO Kendrix stated that it is due in October and the District submitted it on-line.

Trustee Wong explained that the District had a Finance Committee meeting last week and the only Board members who attended were Trustee Berg and himself and hopes that other Trustees would be able to attend future finance meetings to have a more in depth discussion of these issues before Board meetings.

Trustee Ramos stated that he also went to the meeting but the meeting was over by the time he came.

Trustee Marks stated that he had parental obligations and couldn’t attend.

VIII. Action on other Resolutions Agenda Items

ACTION ON B1
Adoption of Nonresident Tuition Fee Rate in Grades 13 and 14 for the Fiscal Year 2003-04

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

VCFA Goldstein explained the revisions to the tabled resolution and the District recommended rates for next fiscal year, 2003-04, which are equal to the lowest rates charged by our contiguous Bay Area Community Colleges for the current fiscal year, 2002-03. He stated that since it is likely that these other colleges will increase their rates for 2003-04 once again, it is also likely that our rates would remain the lowest in the immediate area during 2003-04.

Chancellor Day explained that in January many International Students who are Lab Aide employees are scheduled a one-dollar per hour raise.

Jeffrey Fang, Member of International Student Association (ISA), expressed his concerns regarding the District’s proposal to increase International Student’s fees. He passed out a packet that explained the International Students came to an agreement with the District that was reflected in the resolution and feels comfortable with the compromises that were made.

Ming Hsun Hsieh, International Student expressed his concerns regarding the increase in the Non-Resident Tuition fees. He hopes that the District can come to a compromise with the International students.

Kevine Boggess expressed his concerns regarding the increase in the Non-Resident tuition fees and hopes that the services are provided in the resolution to the International Students.

Trustee Berg asked what the $195,000 would cover in services.

VCFA Goldstein explained that the $195,000 would be spent for services such as, SEVIS compliance and counseling.

Trustee Ramos expressed his concerns about SEVIS and explained that SEVIS is a federal requirement and there are no benefits for the International Students.

Chancellor Day explained that one of the many services that would be provided by the District for the International Students is SEVIS compliance because it allows the District to report to the INS information related to foreign students such as enrollment status changes, address changes, and employment related data in a prompt manner, which benefits the students.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
VCFA Goldstein explained that by not having SEVIS implemented would put the International students at great risk with the INS.

President Rodis explained that by the District having SEVIS implemented it benefits the International Students because they get properly registered with the INS.

VCSD Griffin explained that the SEVIS requirements would require a lot of documentation and without that many of the international Students might have difficulty coming back to the United States.

Trustee Ramos asked if there is currently staff that could provide assistance with the SEVIS requirements.

VCSD Griffin explained that in the resolution the District is proposing additional staffing assistance for the SEVIS requirements.

Trustee Ramos explained why he is not supporting this resolution and expressed his concerns regarding the fee increase for non-resident tuition fees.

Trustee Ramos asked what the impact would be with the SEVIS reporting.

President Rodis stated that after 9/11 the government became concerned about foreign students coming into the United States. He explained that the District needs a system to provide the federal government with proof for many of the District’s International Students and hopes that SEVIS compliance would provide assistance that is required.

Trustee Wong expressed that the District needs to encourage International Students and Board members to pass this resolution and asked what is the District doing to provide International Student outreach.

Joanne Low, Dean of the Chinatown/ North Beach campus explained that the District is currently looking into the process of recruitment. She stated that the District has been providing outreach via advertisements and web postings.

Trustee Wong suggested that there should be more outreach to increase enrollment.

Student Trustee Rick Cantora expressed his concerns regarding the increase of the non-resident tuition fees and suggested that he would like modifying the resolution to include that the administrative staff provide a status report regarding the fee increase for non-resident tuition fee rates, and the use of the revenue.

VCFA Goldstein explained that the increases would not take affect until next fall and he could provide the status report that Student Trustee Cantora is requesting.

Student Trustee Cantora expressed his appreciation to administrative staff for their efforts but explained that he cannot support this resolution.

Trustee Berg expressed her appreciation for Administrative staff for all of their efforts and stated that she supports this resolution.

Trustee Grier expressed her concerns and asked what happened to the information that the Board was supposed to receive relating to cost of tuition at other colleges and how funds would be allocated.

VCFA Goldstein stated that there is information in this resolution about our neighboring colleges and what they are charging and information about how the District would be allocating the funds.

Trustee Marks asked if there was an urgency for the District to pass this resolution tonight because it doesn’t go into effect until Fall of 2003.

Chancellor Day stated that the District wanted to be able to give the students advance notice of the increase to make proper arrangements.

Trustee Marks asked why does the fee need to be increased if they haven’t been increased for years. He also expressed his concerns about SEVIS.

VCFA Goldstein explained that increase in fees would raise more than $500,000. He also stated that this revenue would assist the District with operational expenses for international students as well as providing counseling and that a portion would be captured as part of the formula for increasing faculty salaries at the college.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*

4
Chancellor Day explained that there was a shortfall from the state and the District had to generate additional revenue to sustain programs and services for International Students. He stated that the District faculty and classified staff should be commended for their efforts to postpone salary increases, saving the District $1.9M and thereby to maintaining the existing courses and services and counseling and support services.

Trustee Ramos suggested the resolution should be modified to state that the District would try to allocate $25,000 to lab aide positions for International Students.

Trustee Wong expressed his concern regarding Trustee Ramos modification. He explained that it would not be responsible for the Board to select a random number for lab aide jobs.

Student Trustee Cantora suggested that he would rather see funds allocated to scholarships targeted at International Students rather then lab aide positions.

President Rodis expressed his concerns and agreed with Student Trustee Cantora about seeing funds allocated to scholarships rather than lab aide positions.

Trustee Ramos explained that since International Students are not eligible for state or federal assistance the District could provide them assistance with lab aide positions.

Trustee Wong asked what services would be cut if the Board allocates twenty five thousand and why that amount.

Chancellor Day asked if the funds could be allocated from the general operating budget.

Trustee Berg expressed her concerns regarding the suggested modification of allocating twenty five thousand dollars.

Trustee Marks expressed his concerns about increasing the fee rate for non-resident tuition.

Trustee Ramos suggested to table this resolution until the next Board meeting and withdrew his modification to the resolution.

President Rodis called for a roll call vote to table this resolution until the next Board meeting, it was as follows:

<table>
<thead>
<tr>
<th>Trustee</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Trustee Marks</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Grier</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Romas</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Wong</td>
<td>Nay</td>
</tr>
<tr>
<td>Trustee Rodis</td>
<td>Nay</td>
</tr>
<tr>
<td>Trustee Berg</td>
<td>Nay</td>
</tr>
<tr>
<td>Student Trustee Cantora</td>
<td>Aye (advisory)</td>
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</tbody>
</table>

President Rodis stated that it was a tied vote and therefore the motion fails. Trustee Ramos suggested another roll call vote for the actual resolution.

President Rodis called for a roll call vote as follows:

<table>
<thead>
<tr>
<th>Trustee</th>
<th>Vote</th>
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</thead>
<tbody>
<tr>
<td>Trustee Romas</td>
<td>Nay</td>
</tr>
<tr>
<td>Trustee Wong</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Rodis</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Grier</td>
<td>Nay</td>
</tr>
<tr>
<td>Trustee Berg</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Marks</td>
<td>Nay</td>
</tr>
</tbody>
</table>

Resolution did not pass, the motion failed 3-3.

**ACTION ON B4**

Authorization be given to contract with EHDD/Barcelon & Jang from January 1, 2003 through September, 2007 for special services and advice to provide the District with architectural and engineering services, for the Project: Chinatown/North Beach Campus Architectural & Engineering Consultant at a cost not to exceed $5,900,000

President Rodis called for a motion. Trustee Berg moved the resolution, Trustee Grier seconded the motion.
VCFA Goldstein introduced EHDD/Barcelon & Jang, a joint venture the firm the administration is asking for authorization to contract to design the Chinatown/North Beach Campus.

Chuck Davis, Principal and President of EHDD highlighted briefly various projects that EHDD has had the opportunity to be a part of. He also introduced is design team that is looks forward to working with the District on this project.

Wayne Barcelon, Principal for Barcelon & Jang expressed his excitement and looks forward with working with the District as well as EHDD.

Alice Carey, District’s Preservation Architect gave a brief overview of her company and looks forward to working with the District and the design team.

Trustee Wong congratulated the recommended firm EHDD and Barcelon & Jang. He expressed his excitement that the Chinatown/North Beach campus is finally at a design phase. He thanked the selection committee for all of their efforts with the process.

President Rodis called for the vote, All the Trustees said, “Aye”, B4 was adopted.

RECESS BREAK @ 7:45pm

ACTION ON B2
Authorization to enter into a Capital Lease Agreement with University Leasing for the purpose of leasing desktop computers for a total three-year cost not to exceed $250,000

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

President Rodis called for the vote, All the Trustees said, “Aye”, B2 was adopted.

ACTION ON B3
Authorization be hereby given to contract with Oracle Credit Corp. to provide financing for software licenses and Update Subscription services to the District beginning November 22, 2002 at a cost not to exceed $83,000

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

President Rodis called for the vote, All the Trustees said, “Aye”, B3 was adopted.

ACTION ON B7
Authorization be hereby given to contract with the lowest responsible bidder, Sterling Environmental Corp., for the project: Ocean avenue Campus, Creative Arts Building Hazardous Materials Abatement Project, to be completed on or before January 10, 2002 at a cost of not to exceed $58,500

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

President Rodis called for a roll call vote, All the Trustees said, “Aye”, B7 was adopted.

ACTION ON B9
Authorization is hereby given to contract with Geographic Travel for logistical and program arrangements to and within China, in connection with a credit program, from June 21 to July 8, 2003

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

President Rodis called for the vote, All the Trustees said, “Aye”, B9 was adopted.

ACTION ON B10
Technical Amendments to AB 540 Public postsecondary education: exemption from nonresident tuition and establishing Federal eligibility for financial aid and state residency

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

President Rodis called for the vote, all the Trustees said, “Aye”, B10 was adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
ACTION ON B11
Authorization be hereby given to conduct excursions to Paris, France, Fall 2003 and Spring 2004, and to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students

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

President Rodis called for the vote, All the Trustees said, “Aye”, B11 was adopted.

ACTION ON P1
Notice of Intention to Amend the SFCCD Policy Manual by Adding Section 1.12 Unlawful Discrimination Policy and Deleting Sections 3.29 – Sexual Harassment – Employees, Section 5.08 – Sexual Harassment – Students, and Section 5.07 – Equal Educational Opportunity for Students

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

Trustee Marks asked for an explanation of this resolution.

Chancellor Day highlighted the resolution and explained that the State Chancellor’s Office has promulgated a model policy, which includes language required by state statute, federal law and Title 5, and which the State Chancellor’s Office advises must be included in the District’s policy.

Counsel Lee explained that one of the District’s employees has been trying to update the policy manual and brought the modification to the Districts attention.

Trustee Marks asked if all the modifications needed to modify the policy manual would come in a group of resolutions.

Counsel Lee stated that most likely the resolutions would be separate for the Board’s approval.

Trustee Ramos suggested a modification to the resolution. He explained that he would like the unlawful discrimination policy to include Lesbians, Gays, Bisexual, Transgender and “Questioning”.

Trustee Wong moved the amendment and Trustee Grier seconded the amendment.

President Rodis called for the vote, All the Trustees said, “Aye”, P1 was adopted.

ACTION ON S1
Adopting a Successor Collective Bargaining Agreement between the San Francisco Community College District and the Department Chairperson Council, for the period January 1, 2003, through December 31, 2005

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

President Rodis called for the vote, All the Trustees said, “Aye”, S1 was adopted

ACTION ON S2
Adopting a Successor Collective Bargaining Agreement between the San Francisco Community College District and the Department Chairperson Council, for the period January 1, 2003, through December 31, 2005

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

Trustee Berg commended the DCC and the District for all of their efforts.

President Rodis called for the vote, All the Trustees said, “Aye”, S2 was adopted

ACTION ON S4
Adopting a Successor Collective Bargaining Agreement between the San Francisco Community College District and the Department Chairperson Council, for the period January 1, 2003, through December 31, 2005

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
President Rodis called for a motion. Trustee Berg moved the resolution, Trustee Grier seconded the motion.

Trustee Ramos asked if someone could explain the resolution.

Bob Gabriner, Director for Research and Planning explained the resolution process for grants and stated that the required match is fifty thousand dollars to approve grant funded subcontracts less than or equal to fifty thousand dollars. He stated that it would give the Chancellor authority to provide his assistance to the protocol to make it more efficient.

President Rodis called for the vote, All the Trustees said, “Aye”, S4 was adopted

IX. Report from Academic Senate
David Yee, President of the Academic Senate gave an overview on what the Academic Senate is currently involved in, such as, Academic Senate retreat, and examining roles in the Academic Senate. He attended a half day conference sponsored by the California part-time faculty Association entitled “defining the professional expectation of full-time and part-time faculty”. He also read a letter from a concerning faculty member that expressed his dismay about Board Members being extremely rude and inconsiderate by displaying disruptive and distracting behavior while faculty were receiving early tenure.

Ed Murray, Vice President for AFT 2121 congratulated the re-elected Board members and expressed his disappointment that Assemblywoman Carole Migden did not appear at tonight’s Board meeting. He also expressed concerns about the Mission Campus.

President Rodis extended the Board apologizes being disrespectful and the Board will try to be more circumspect during Board meetings.

X. Report from Associated Students
Kevine Boggess, President of the Associated Students expressed his concerns about resolution B1 and gave a brief overview on what the Associated Students is currently involved in, such as, executive board meetings, and setting goals. He also hopes that Board would visit campuses more to interact with students and there would be more retention programs for many Asian Americans on campus.

XI. Report from the Classified Senate
Rose Vela of the Classified Senate highlighted various items that Classified Senate has been involved with for the past month. She also stated that two classified Senate members attended the Community College League of California Convention 2002, which was held in San Jose this past weekend. She also stated that there are two fundraising projects that are being sponsored by the Classified Senate, such as tickets for two for the Napa Valley Wine Train raffle and the Classified Senate cookbook. She hopes both fundraising projects continue to provide the Classified Employees of City College a quality program for the Classified Staff Development Day.

XII. Board of Trustee’s Report
Student Trustee Cantora explained what he has been involved with for the past month. He gave an update of the Executive Board meeting and hopes that the District and the students can come to agreement with non-resident tuition fees. He also expressed his concern about dialogue, which has not been recognized about how the students have postponed their raises as well as the rest of the District.

Trustee Wong explained what he has been involved with for the past month. He explained that there were two facilities committee meetings; one was with a large number of the Latino Community in which we decided to create an advisory committee and introduced a new resolution and the other meeting was to discuss the Chinatown/North Beach Campus. He also highlighted his participation with Kevin Boggess concerns on creating Asian American retention programs for the District.

Trustee Berg explained what she has been involved with for the past month. She stated that she visited the Ocean Avenue Campus and visited many classes, talked with faculty and students. She also stated how impressed she was by the Cloud Hall Remodel and commended the District for a job well done. She expressed how much she is looking forward towards a new Wellness Center and hopes everyone has a Happy Thanksgiving.

Trustee Grier explained what she has been involved with for the past month. She attended a Trustee Conference in San Jose with Dr. Robert Gabriner and commended him on an outstanding job on his presentation about diversity.

Trustee Marks explained what he has been involved with for the past month. He thanked everyone for all of there best wishes on the birth of his son. He expressed how much he appreciates life since the birth of his son.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Trustee Ramos explained what he has been involved with for the past month. He was happy that he could be of some assistance with resolution P1. He also expressed his concerns about the Mission Campus and hopes it would have some progress as the Chinatown Campus has. He also stated that he visited the Ocean Avenue Campus and was delighted to see the activity in front of the Pierre Coste Dining Area and expressed his concerns about the traffic on Phelan Avenue and hopes that the District could also find a solution to the problem.

VCFA Goldstein explained that he has also been concerned with the traffic on Phelan Avenue and has been personally working on a solution for the past year. He explained how the District is trying to work with DPT, but to his dismay has come up shorthanded with assistance.

Trustee Ramos extended the Board assistance to VCFA Goldstein and Trustee Marks asked if VCFA Goldstein could follow up with the Board next month with a status report on the situation of the traffic on Phelan Avenue.

Trustee Rodis expressed his concerns about President Bush signing into law the aviation transportation security Act that required U.S. citizenship for airport screeners. He explained that Judge Robert Takasugi passed an injunction stopping the laying off of immigrant screeners on the basis of being immigrants, unfortunately all the immigrants screeners has already been laid off or received notices of being laid off. He explained that he is continuing to fight the good fight and extended a Happy Thanksgiving to everyone.

XIII. Chancellor Report
Chancellor Day congratulated the re-elected Board members and 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. He highlighted the following:

- Statewide strategy Meeting on noncredit Program Issues Agenda and other Background information related to noncredit funding.

He also congratulated Leslies Smith, Dean of Government Relations on all of her efforts with the noncredit funding.

XIV. Public Comments
NONE AT THIS TIME

XV. Closed Session Announcements
NONE AT THIS TIME

XVI. Adjournment:
President Rodis called for a motion. Trustee Wong moved the motion, Trustee Ramos seconded the motion. At the call of the question, All Trustees’ said “Aye.” meeting ended at 9:00pm.

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

The minutes are based on the transcription of the proceedings taken by Michele Shea, a Certified shorthand reporter.

The foregoing Minutes approved at the meeting of the Board of Trustees
____________________, 2002

Approved: ________________________________, Vice Chancellor of Finance and Administration

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*

9
MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
December 19, 2002
City College of San Francisco
800 Mission Street
Downtown Campus

I. Open Session:
Call to Order: President Rodis called the meeting to order at 6:05 P.M.

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

Also present: Chancellor Day and Legal Counsel Ronald Lee.

Absent: Student Trustee Rick Cantora

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

III. Approval of the Minutes
President Rodis asked if there were any modifications to the Regular Board Meeting minutes.

Trustee Marks suggested that he would like a few modifications to be reflected in the minutes. He stated that Monthly Financial Report section in the minutes should reflect that he explained that the District's budget anticipated a 3.25 percent increase, which is $400,000 more than last year's level. However at this time no budget adjustments are being recommended to offset this possible loss. He asked CFO Kendrix if the District is talking about an increase in revenue and then a loss in the next sentence.

CFO Kendrix explained that the District is talking about the sales tax revenue.

VCFA Goldstein explained that looking at the previous sentence it refers to the city's revised forecast as a current year estimate at the same level as last year, projecting an increase, and it's looking flat. And that's the $400,000 difference.

Trustee Marks stated that he would like the minutes to reflect that Student Trustee Cantora voted on Resolution No. 021121-B1.

President Rodis suggested that the approval of the consent agenda items be made clearer in the minutes.

President Rodis called for a motion. Trustee Berg moved the adoption of the minutes, Trustee Wong seconded the motion, All Trustees said "Aye", the minutes for the Board Meeting were adopted.

IV. Adoption of the Resolutions Agenda
Counsel Lee referred to the handout titled, "Additions and Modifications", detailing changes in the agenda. He stated that B5 was revised, and C3, G4, and H2-3 were added. Counsel Lee stated that all other resolutions were posted 72 hours in advance of the meeting in accordance with the "Brown Act."

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

All Trustees voted "Aye", and the Resolutions Agenda was adopted.

V. Approval of Consent Agenda Items
Trustee Carter moved to adopt resolutions B1-B13 as consent calendar items, with the exception of B3. Trustee Berg, seconded the motion. At the call for the vote, all Trustees said, "Aye". The B resolutions were adopted.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
Trustee Berg moved to adopt resolutions C1-C3 as consent calendar items. Trustee Grier, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The C resolutions were adopted.

Trustee Wong moved to adopt resolutions G1-N1 as consent calendar items, Trustee Berg, seconded the motion. At the call for the vote, all Trustees said, “Aye”. The G-N resolutions were adopted.

VI. Special Presentations
Chancellor Day introduced Steven Glick, Dean of the Downtown Campus who gave an overview of the events that are occurring at the Downtown campus. He highlighted various renovation and remodeling projects that are occurring at the Downtown campus, and thanked the Board of Trustees, especially Trustee Wong for all of their efforts with the signs for the Downtown campus.

Trustee Grier asked when is the restaurant at the Downtown campus expected to open.

Dean Glick stated that the earliest it would open is in Fall 2004 or Spring 2005, explained the timeline.

Chancellor Day stated that by 2004 he hopes that we can have a Board Meeting in the restaurant that is being developed. He highlighted various aspects of what would be developing in the upcoming months.

Trustee Berg expressed her enthusiastic endorsement of the renovation and congratulated Dean Glick on becoming President of the 5th & Mission Garage Board.

Chancellor Day thanked Dean Glick for his efforts with Downtown Campus.

President Rodis stated that there is a need for more public relations at the Downtown campus and suggested electronic signs to be posted to give more information to the public about the District.

Trustee Wong congratulated Dean Glick for all of his efforts for the Downtown Campus.

Trustee Ramos asked for an explanation about a $50,000 donation, that was given to the Downtown campus.

Dean Glick explained that Barney Osher visited the Downtown campus and saw the computer lab and wanted to donate funds to renovate the Computer Learning Center. He highlighted various aspects of the computer lab, which would be modified thanks to the donation.

VII. Monthly Financial Report
VCFA Goldstein gave an extensive presentation to explain to the Board the proposed mid Year cuts for Fiscal year 2002-2003. He explained that the District is faced with financial problems and highlighted the following:

- Sources of Pressure on the Budget
  - External cost increases
  - Impact of the Recession
  - Sales Tax now below its historic path
  - July 2002 cuts impact on CCSF
  - Actions taken in July to Close 2002-03 budget gap
  - Budget outlook has changed dramatically
  - Almost 90% of the General Fund is spent on Salaries and Benefits
  - 2001-02 Non-Personnel Expenditures greater than $100,000
  - State cuts force City College to reduce spending
  - Possible additional reductions in spending for the current year
  - Protection of base enrollment is critical

Chancellor Day expressed his concerns about the Governor’s cutbacks and stated that it would be discussed prior to next month’s Board meeting.

VCFA Goldstein explained that the District’s best estimate so far is that the budget cuts the Governor proposed would reduce District income by $4,5M+. He continued to outline $2.5M worth of spending reductions and that $1.8M dollars is the amount of money that the District would save on wage increases if they are deferred.

Trustee Wong expressed his concerns about the budget. He asked how could the District reduce reserve funding that by $1.5M without getting into trouble with the state.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day explained that unfortunately the District does not have any further information other than what the Governor included in his budget plan as a recommendation. He also explained the State Chancellor’s office will likely be that they were going to be supportive of a change in the reserve guideline.

Trustee Wong asked why the Non-Resident Tuition resolution is not on this month’s agenda.

Chancellor Day explained that since the students are on vacation the District thought it would be appropriate to revisit this resolution at the next Board meeting.

Trustee Wong asked if the District is working with the foundation toward enhancing District revenue.

Chancellor Day stated that the District has been working with the foundation to find various ways to come up with extra revenue.

Trustee Wong thanked VCFA Goldstein and Chancellor Day for their constant effort with the budget.

Trustee Marks asked if there was a line item in the budget for the Board of Trustees.

VCFA Goldstein stated that there is a cost center for the Board of Trustees, but not alot of funds are in the account.

Trustee Marks suggested that the District should look for any cost that is not essential to the Board of Trustees, such as refreshments at the swearing in to find ways to reduce spending.

Trustee Ramos asked how much in uncollected student fees can be calculated at the present time.

VCFA Goldstein stated that the District budgets $400,000 per year at the start of the year to essentially write off bed debt for uncollected student fees. He explained that is a split between nonresident students and resident students.

Trustee Ramos asked what is the process for collecting uncollected student fees. And, when does the District determine whether a fee is uncollectible.

Chancellor Day explained that the District had a meeting with the students to discuss this issue. He explained that the District is trying to accommodate students who may need financial assistance but the problem would have to be dealt with head on.

Trustee Ramos suggested that the District might want to look into various avenues to go after those uncollected revenues because it would be a potential area of revenue for the District. He also asked if the District could provide him with follow up subsequent report of the monetary amount of uncollected fees and our collections procedures.

Trustee Carter asked if there were be any connection that would hinder a student from enrolling into another community college if they do not pay their fees.

VCFA Goldstein explained he would have to research the answer and get back to Trustee Carter regarding his concern.

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 September 30, 2002.

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

Trustee Marks suggested having the Finance Committee meeting prior to having the next Board meeting.

President Rodis called for the vote, All the Trustees said, “Aye”, B1 was adopted.

ACTION ON B2
Authorization be given to contract with Treadwell & Rollo, Rutherford & Chekene, and Ninio & Moore from January 1, 2003 through September, 2007 for special services and advice to provide the District with geotechnical consulting services, for these three Projects, respectively: Chinatown/North Beach Campus Geotechnical Consultant at a cost not to exceed $210,000.00;

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.
President Rodis called for a motion. Trustee Berg moved the resolution, Trustee Grier seconded the motion.

Trustee Wong asked what is the SLBE status of the three firms.

VCFA Goldstein apologized that he was not familiar with the firms on this resolution and would get the follow up information for Trustee Wong.

Trustee Marks asked if this would sway Trustee Wong’s vote for this resolution.

Trustee Wong stated that he has confidence in the District’s Administration and would feel comfortable with the follow up information that would be provided.

VCFA Goldstein explained that due to the complexity at various sites such as the Chinatown project the District wanted to be certain that we had a firm that we had a very strong level of confidence and that could handle that type of project.

Trustee Ramos asked who comprised that selection committee.

VCFA Goldstein extended his apologizes for not being able to answer his question and stated that he would follow up with the Director of Facilities and Planning.

President Rodis called for the vote, All the Trustees said, “Aye”, B2 was adopted.

**ACTION ON B3**

Authorization be given to pay EHDD/Barcelon & Jang and Skidmore Owings & Merrill a $10,475 honorarium each for providing the District with a project conceptual design and site model for the Chinatown/North Beach Campus

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

Trustee Wong asked how would the site model for the Chinatown/North Beach Campus conceptual design for Architectural/Engineering services be paid.

VCFA Goldstein stated that during the RFQ conceptual design development, the District commissioned EHDD/Barcelon & Jang and Skidmore Owings & Merrill to procure a project site model to be used throughout the project duration as a visual aid and communication tool. The cost of the model was $10,950, and was borne equally ($5,475) by both teams. Thus, the amount of the honoraria for each team should be increase to $10,475 to over both the conceptual design and the site model. He stated that funds for the honoraria for conceptual design submittals and site model would be paid with funds from Proposition A 2001 General Obligation Bonds.

Trustee Marks expressed his discomfort with voting for this resolution because he feels like the Board is being forced to approve something, which was pretty much decided. He explained that the Board should know in advance that there is a possibility that there is going to be more than $10,000 spent.

President Rodis called for the vote, All the Trustees said, “Aye”, except Trustee Marks and Trustee Ramos who said, “Nay”, B3 was adopted.

**ACTION ON B4**

Authorization be and is hereby given for approval to contract with Merle E. Cannon for special services and advice to assist the District in the preparation of a Five Year Capital Outlay
Construction Plan, a space inventory, and consultation for Initial and Final Project Proposals, for a total contract cost of $30,000 for the period January 1, 2003 through December 31, 2003,

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

President Rodis called for the vote, All the Trustees said, “Aye”, B4 was adopted.

**ACTION ON B8**
Authorization be given to modify the contract with Barcelona & Jang Architects to increase the contract amount to $210,000.00, extend the contract time to June 30, 2004 and fund the services with Proposition A 2001 General Obligation Bond funds

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

President Rodis called for a roll call vote, All the Trustees said, “Aye”, B8 was adopted.

**ACTION ON P1**
Amending the SFCCD Policy Manual by Adding Section 1.12 Unlawful Discrimination Policy and Deleting Sections 3.29 – Sexual Harassment – Employees, Section 5.08 – Sexual Harassment – Students, and Section 5.07 – Equal Educational Opportunity for Students

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

Chancellor Day gave an overview of the resolution and expressed the need to amend the policy manual.

President Rodis called for the vote, All the Trustees said, “Aye”, P1 was adopted.

**ACTION ON S1**
Adopting the San Francisco Community College District’s Initial Proposal to the Service Employees International Union, Local 790, for a Successor Collective Bargaining Agreement, After Public Comment

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

President Rodis called for the vote, all the Trustees said, “Aye”, S1 was adopted.

**ACTION ON S2**
Presenting the Initial Proposals of the American Federation of Teachers, Local 2121, and of the San Francisco Community College District for a Successor Collective Bargaining Agreement, and Placing a Special Order of Business on the Agenda for a Public Board of Trustees Meeting in January 2003 for Public Response to the Initial Proposals

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

President Rodis called for the vote, All the Trustees said, “Aye”, S2 was adopted.

**ACTION ON S3**
Adoption of CCSF Strategic Plan

Chancellor Day explained that S3, adoption of CCSF Strategic Plan, was for information only.

Vice President Carter thanked Trustee Marks for his efforts chairing the Education Committee meeting.

Trustee Marks thanked Vice President Carter for his compliments and expressed that the Education Committee had a great discussion.

**IX. Report from Academic Senate**
David Yee, President of the Academic Senate gave an overview on what the Academic Senate is currently involved in, such as, appointments to Shared Governance Committees, Enhanced Self-Study Report, adding pages to the course catalog, Accreditation update and the new faculty reception and scholarship ceremony.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Ed Murray, Vice President of AFT 2121 expressed the union’s concerns about the state budget and hopes that the District can find more funding.

X. Report from Associated Students
Raymond Smith, President of the Associated Students at the Downtown Campus gave a brief overview on what the Downtown ASU is currently involved in, such as, coordinating dates for the Spring’2003 semester for the Executive Board, reorganizing the ASU at the Downtown campus and met with Dean Fotch and VCSD Griffin to express concerns regarding health and safety issues. He also introduced the new ASU Executive Board at the Downtown campus.

Vice President Carter thanked Mr. Smith for the packet that introduces the new ASU Executive Board and stated that Mr. Smith resume’s was missing and looks forward to reviewing the document.

Kevine Boggess, President of the Associated Students gave a brief overview on what the Associated Students is currently involved in, such as, executive board meetings, and setting goals. He also requested that a modification should be made on the Board Agenda to include the ASU president of that campus.

XI. Report from the Classified Senate
NONE AT THIS TIME

XII. Board of Trustee’s Report
Trustee Wong stated his concerns about the state budget, possible war and the economy. He also expressed his appreciation to the District family regarding his re-election. He wished everyone happy holidays and a wonderful New Year.

Trustee Berg stated her concerns about the State and District Budget. She also stated that the Board of Trustees would try to provide their assistance any way possible. She wished everyone a happy holiday and commended all of the Trustees for their efforts with their committee meetings and their guidance.

Trustee Grier stated her concerns about the State and District Budget. She also stated that there was a prior Diversity Committee meeting and to her dismay there was no participation and hopes that everyone could make the next meeting. She wished everyone a happy holiday and a Happy New Year’s and looks forward to working with the District in 2003.

Trustee Ramos explained what he has been involved with for the past month. He participated in an Advisory Group meeting regarding the Mission Campus, and attended an Education Committee meeting and expressed how important it is for guidance and hopes there is more communication regarding educational goals and objectives. He commended Trustee Marks and Trustee Carter for efforts hosting the meeting. He discussed last month’s P1 resolution and stated that the Board did add language to modify that resolution.

Trustee Marks expressed his concerns about the traffic on Phelan Avenue and asked if the Department of Parking and Traffic (DPT) has provided assistance.

VCFA Goldstein stated that DPT has posted new signs out on Phelan Avenue and that he is working with a member of Transportation Commission, Shirley Brier who is advocating for the District.

Trustee Marks suggested that if the District needs the Board’s assistance with this endeavor to please ask the Board. He also explained what he has been involved with for the past month, and suggested that since the Facilities Master Plan Workshop is coming up, he requested that the Facilities Committee host a meeting prior to that workshop.

Vice President Carter explained what he has been involved with for the past month. He stated that he attended the Diversity meeting, the Mission advisory meeting and the Educational Committee meeting. He expressed his commitment to bring information to the public. He also responded to Ed Murray’s comment regarding efforts in lobbying at the State level. He also thanked the voters, classified staff, faculty and administration for helping to reelect him to the District’s Board.

President Rodis thanked Steven Glick, Dean of the Downtown Campus for hosting the Board of Trustees meeting and was excited to see the final renovation plans. He suggested that the District should consider changing the address of the Ocean Avenue Campus. He also expressed his concerns on the District’s budget and wished everyone a happy holiday.

Trustee Ramos requested a status report on military recruiting at City College of San Francisco.

*Transcript(s) are available in the office of the Vice Chancellor of Finance and Administration for review.*
Chancellor Day explained that the current application gives students an option on whether or not they would like to be included in the military rooster for recruiting. He stated that the District has a recruiting policy in place.

Trustee Ramos stated that the District may want to revisit that issue.

Chancellor Day stated that the District would include the policy review in a written report.

President Rodis hopes that in the future there could be more joint committee meetings to provide more enlightenment to various topics.

Trustee Wong added his concerns about the District policy on military recruiting.

XIII. Chancellor Report
Chancellor Day briefly described what he has been involved with during the past month. He highlighted the following:

- Agenda for the meeting of the Board of Directors of the Foundation of the City College of San Francisco.
- Education Committee Meeting
- Strategic Planning Process

He stated that the next board meeting will be held at the Chinatown/North Beach campus and the February Board meeting would be held at the South East Campus, although it is subject to change. He also stated that he is still working on the annual schedule for the Board and looks forward to working with everyone next year.

XIV. Closed Session Announcements
Counsel Lee stated that the District has received documents from the Department of Fair Employment and Housing (DFEH) which includes "Complaint of Discrimination Under the Provision of the California Fair Employment and Housing Act" originated by a faculty member, dated December 4, 2002 requesting that DFEH issue a right to sue notice. DFEH has issued such a document and "Notice of Filing Discrimination Complaint" both dated December 4, 2002. These documents are available for public inspection. He stated that the Board met in closed session on December 19, 2002 and authorized a defense for the District in the case of O’Brein vs. SFCCD. This is an action by student alleging personal injury. The vote was as follows:

President Rodis: Aye
Vice President Carter: Aye
Trustee Berg: Aye
Trustee Grier: Aye
Trustee Marks: Aye
Trustee Ramos: Aye
Trustee Wong: Aye

XV. Public Comments
Julia Bergman, City College of San Francisco Librarian and Chair of the Works of Art Committee, gave Chancellor Day a plaque of appreciation for all of his efforts. She gave a brief update on the Diego Rivera Mural and hopes that prior to renovating the Downtown Campus Educated Palate the District would consider installing and relocating the glass art pieces.

Rachel Perez, City College Student expressed her concerns about tobacco usage on campus and hopes that the District would advocate anti tobacco sentiments on all campuses.

XVI. Adjournment:
President Rodis called for a motion. Trustee Wong moved the motion, Trustee Ramos seconded the motion. At the call of the question, All Trustees’ said “Aye.” meeting ended at 8:15pm.

Submitted by,

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

The minutes are based on the transcription of the proceedings taken by Michele Shea, a Certified shorthand reporter.

The foregoing Minutes approved at the meeting of the Board of Trustees
__________________________, 2002

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