

File No. 140123

Committee Item No. 1

Board Item No. 18

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Neighborhood Services & Safety Date March 14, 2014

Board of Supervisors Meeting Date March 25, 2014

Cmte Board

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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution |
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| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form (for hearings) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
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| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
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Completed by: Derek Evans Date 3/7/14
Completed by: Derek Evans Date 3/18/14

An asterisked item represents the cover sheet to a document that exceeds 25 pages.
The complete document can be found in the file.

1 [Urging State Community College Chancellor Brice Harris to Restore City College of San
2 Francisco's Duly Elected Board of Trustees]

3 **Resolution urging State Chancellor Brice Harris to restore the voice of San Francisco**
4 **voters and bring democratic decision-making, transparency, and public accountability**
5 **back to City College of San Francisco by restoring the duly elected Board of Trustees.**

6
7 WHEREAS, For the past 78 years, City College of San Francisco (CCSF) has been
8 crucial to the economic and social development of San Francisco and has been widely
9 acknowledged to be one of the best community colleges in the country, providing a rich array
10 of academic and vocational programs such as nursing, radiology, culinary and hotel
11 management to many thousands of students per year, most of whom come from working
12 class, people of color, and immigrant communities and for whom CCSF represents one of the
13 only options for affordable higher education; and

14 WHEREAS, Each of California's community colleges has an elected Board of Trustees
15 responsible for establishing rules and regulations that guide the local community college
16 district, and until July of 2013, CCSF actively had such a duly elected, democratic body, which
17 held policy discussion in transparent, open, live, and videotaped monthly meetings including
18 opportunities for reports and public comment from faculty, staff, students, and community
19 members; and

20 WHEREAS, This democratic body was stripped of its power through two emergency
21 actions by the California Community Colleges Board of Governors (BOG), who first changed
22 BOG rules by adding "threats to accreditation" to the former sole criterion of "financial
23 insolvency" necessary to remove a sitting Board of Trustees and install a Special Trustee with
24 Extraordinary Powers (STWEP), and second, immediately installed such a Trustee; and
25

1 WHEREAS, Installation of a STWEP puts nearly unilateral power in the hands of a
2 single, unelected individual, forgoing checks and balances and, in the case of CCSF, has also
3 resulted in the discontinuation of open board meetings and all public participation and
4 dialogue; and

5 WHEREAS, Under the STWEP's direction, CCSF has made significant fiscal decisions
6 regarding the use of voter-approved public funds (e.g., Proposition A funding as well as funds
7 from two voter-approved bonds to build a Performing Arts and Education Center) without
8 accountability to the will of San Francisco taxpayers; and

9 WHEREAS, In a recent example of unilateral decision-making at CCSF resulting in an
10 alarming lack of transparency and possible damage to CCSF's accreditation status,
11 unpublished and off-schedule pay increases for top administrators have come to light, while
12 faculty have suffered a 4% wage cut, staff have been laid off, some classes and student
13 services have been eliminated, and student workers continue to be paid \$1.74 below the
14 City's legal minimum wage; and

15 WHEREAS, The recent successful court injunction that forbids disaccreditation of City
16 College before the City and County of San Francisco's lawsuit against the Accrediting
17 Commission of Community and Junior Colleges (ACCJC) is heard, as well as growing support
18 for CCSF and calls for investigations of the ACCJC's actions and impact by elected leaders
19 statewide and nationally indicate that the damaging disaccreditation threat hanging over
20 CCSF likely will not be substantiated; and

21 WHEREAS, San Francisco is a city with a deep commitment to democracy and
22 transparency, and losing transparent and democratic input into one of the city's most
23 democratic and inclusive institutions is a travesty; and
24
25

1 WHEREAS, restoring the Board of Trustees will return the voice of San Francisco
2 voters and their ability to hold their elected officials accountable by proceeding with the
3 regular elections process, including in November 2014; and

4 WHEREAS, Assemblymember Tom Ammiano has announced legislation to eliminate
5 arbitrary actions to disempower an elected board by clarifying or restricting the process and
6 conditions for the Board of Governors taking control; now, therefore, be it

7 RESOLVED, That the Board of Supervisors urges State Chancellor Brice Harris to
8 provide a timeline and take concrete steps to restore transparency, administrative
9 accountability to the will of San Francisco's voters, and democratic process at CCSF by

- 10 • immediately restoring to the duly elected CCSF Board of Trustees the right to
11 convene, discuss, and make decisions regarding CCSF's direction and
12 progress; and
- 13 • fully restoring the duly elected Board of Trustees to CCSF by removing the
14 Special Trustee With Extraordinary Powers as soon as possible but no later than
15 July 2014.

Evans, Derek

From: Carpenter, Adele
Sent: Monday, March 17, 2014 8:20 PM
To: Evans, Derek
Cc: Truong, Phimy (BOS)
Subject: Youth Commission Referral Response for File No. 140123
Attachments: YC Referral Response 140123.pdf

Hello, Derek,

Youth Commissioners unanimously voted to support file No. 140123, urging the reinstatement of the CCSF elected Board of Trustees, at their regular full meeting tonight. I've attached a copy of their referral response to this email.

Please do not hesitate to contact me with any questions.

Best,

Adele Carpenter
Coordinator of Youth Development and Administration
San Francisco Youth Commission
Office: (415)554-6464 | Fax: (415) 554-6140

Visit the official [Youth Commission site](#) and [YC facebook page](#).
Sign up for [our newsletter](#).

Complete a Board of Supervisors [Customer Satisfaction form](#).

Youth Commission
City Hall ~ Room 345
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4532



(415) 554-6446
(415) 554-6140 FAX
www.sfgov.org/youth_commission

YOUTH COMMISSION
MEMORANDUM

TO: Derek Evans, Clerk, Neighborhood Services and Safety Committee
FROM: Youth Commission
DATE: March 17, 2014
RE: Referral response to BOS File No. 140123

At our regular meeting of March 17, 2014 the Youth Commission voted unanimously to support the following motion:

To support File No. 140123, Resolution urging State Community College Chancellor Brice Harris to restore the voice of San Francisco voters and bring democratic decision-making, transparency, and public accountability back to City College of San Francisco by restoring the duly elected Board of Trustees.

Please inform us of forward movement on this item.

If you have any questions about these recommendations or anything related to the Youth Commission, please don't hesitate to contact our office at (415) 554-6446.

A handwritten signature in cursive script that reads "Nicholas Persky".

Chair, Nicholas Persky
2013-2014 San Francisco Youth Commission

To:

Supervisors Campos, Mar and Yee

Assemblyman Ammiano

Dear Friends,

Thank you for all your work on behalf of City College

At the risk of giving you "old news" I want to give a brief recap.

In San Francisco, City College "took on" the adult ed component and call it "noncredit". These are the FREE, COMMUNITY BASED classes offered on CCSF Campuses AND community agencies, the public library, senior centers, etc. Many of these classes are offered through DSPS, ESL and Older Adults Program. There has been something of a "perfect storm" endangering these classes.

1. The Student Success Task Force (SSTF)- this "effort" led by previous State Chancellor, Jack Scott, aimed to "prioritize and ration education". They created a myth of "traditional students", 18 to 22 year olds with the resources and ability to attend school full time. The Task Force recommendations completely ignore both brain science and demographics.
2. ACCJC vs City College- This is the accreditation fight CCSF has been going through. It now appears the negative review of CCSF was something of a punishment for San Francisco's opposition to the above mentioned Task Force.
3. Education Master Plan- While cutting teacher salaries the appointed \$1000 a day trustee, Bob Agrella, hired a consulting firm to establish an Education Master Plan. They have held a few poorly publicized meetings and are claiming that "the community" has been given an opportunity to give input.
4. SB 173- Is a senate bill by Carol Liu. She is trying to pass legislation that will specifically DENY State funding for classes for Older Adults, Parenting Classes and classes on Health and Fitness. She served on SSTF with Jack Scott and is Chair of the Senate Education Committee. Nobody has been able to figure out what her problem is.

5. AB 86- This is the Assembly response to Carol Liu. This bill allocates money to create local consortiums comprised of reps from Community College and Public School Districts to address the "issue" of Adult Education. They went along with Liu and have excluded older adults, parenting and health and fitness classes from "the plan".

The bad news is that CCSF could eventually "win it's battle w ACCJC" only to discover that statewide efforts to limit education have already eliminated funding for much of what CCSF offers through noncredit classes.

Tom and David, we need voices in Sacramento to challenge Carol Liu and her anti-diversity "education reform".

Thank You for your efforts.

Robert Fitch

Five years. Thirteen million dollars. To put lipstick on a pig.

My name is Carole Meagher and I teach business at CCSF. In my previous career I worked with IT systems so I am qualified to comment on this.

CCSF's IT system, called Banner, is version 2.0 from 1998. The current rev is 8.8, so there are sixteen years of technological upgrades and advances that are missing.

Yet CCSF's administration decided to lock into a 5-year, \$13 million services agreement with a private vendor **without even looking into the cost** of just upgrading to 8.8, or even looking at a competing vendor such as PeopleSoft.

I asked around.

One reason given was "A new system could take two years and we don't have that kind of time. Our problems were urgent." This obviously conflicts with signing a five year agreement.

Another reason given was "We might not be around in two years, so the ACCJC might be wondering what we are doing making these systems investments." Another failure in logic – why would ACCJC sanction the college for expecting to continue to serve its 85,000 students in one form or another? And given that we signed a five year agreement, this is another head-scratcher.

Why didn't we even solicit a bid for a brand new system? There is no argument about that investments are needed so our students can easily register for classes, faculty can manage their classes and our administration can efficiently perform their fiduciary duties.

One person, **without even consulting knowledgeable people about IT within CCSF**, should not be making these no-bid contract decisions with private companies that, on the surface, do not have the best long-term interests of the CCSF students, faculty, administration and community at heart.

Maybe this \$13 million decision was the right one, who knows? But without transparency and or reasonable diligence, we just don't know.

And for now we are stuck.



City College of San Francisco

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • (415) 239-3000

December 2013 Agenda

Agenda Item IV G Appendix G

Resolution No. 131219-IV-G

656

DATE: December 19, 2013

IV-G

Subject: Authorization to contract with Ellucian for project management, technical remediation, and functional services and support related to the District's Banner enterprise resource software platform (Resolution No. 131219-IV-G)

BACKGROUND INFORMATION:

CCSF's current version is 16 old.

In response to the findings and recommendations from the Fiscal Crisis and Management Assistance Team (FCMAT) as well in an effort to address known and identified Banner challenges, the District requested Ellucian to provide an analysis and review of the current configuration of the Ellucian's Banner Enterprise Resource Platform (ERP) software. Similar to the observations of the FCMAT team, Ellucian's team (comprised of educators and IT professionals around the nation) found that our operational instance of Banner was in urgent need of a major overhaul. The main system, Banner, has been excessively customized, making it difficult and expensive to maintain. Existing software customizations ignore many of the functions that have been added to Banner since we implemented version 2.0 in 1998 (the current version is 8.8). The customizations also make it difficult or impossible for us to utilize the "Cal-B" functions and mandatory state reports that are specifically developed by the Ellucian California Community College Solutions Center in San Diego for the California Colleges that utilize Banner. Exacerbating the customization problem is a basic understanding of what Banner can do and how to use it. Over the course of time we incorporated Banner's functionality into the planning and implementation of our daily business practices. As a result we have continued many manual, paper based processes simply because no one had the opportunity to learn how to utilize the capability of the baseline Banner system. Part of the development vision of modern administrative systems such as Banner is to free the administrative offices from having to rely on IT for all data transactional information and processes. Further, they found that by adopting the many unused or underutilized features of Banner we would achieve major improvements in quality of service and efficiency. The Ellucian team noted the following functions and features the District has purchased but has not used or limitedly used:

Not to mention technology* advances have we had since then.

- eTranscript (no cost connection with National Clearinghouse)
- eVisions Form Fusion (generate electronic POs)
- Grants Management (limited use)
- Online budget views & management (no training)
- Position control (poorly managed)
- Purchasing (requisitions used by 10%)
- Receiving (not used)
- Role-based security (poorly managed)
- Schedule cancellation due to unpaid tuition & fees (not used)

DR. ROBERT AGRELLA, SPECIAL TRUSTEE
DR. ARTHUR Q. TYLER, CHANCELLOR

Web Time Entry (eliminate paper, speed process)

As a result of this underutilization of the Banner ERP system it is believed that we needlessly spend millions of dollars a year on external consultants and time wasted on manual operations. The needlessly manual and complex operations impose obstacles on student access to the institution and on their ability to succeed once enrolled.

As a result of this study as well as a similar study conducted by FCMAT, we request you to provide us a proposal that would directly address the observations and issues. Specifically, we requested the following custom package of services:

- Leadership and Project Management of Banner process, functional, and technical remediation and improvement with specific focus on issues raised by outside review agencies (ACCJC and FCMAT, specifically).
- Direct service delivery of process, functional and technical corrections and improvements to the Ellucian Banner system as installed at CCSF with specific focus on issues raised by outside review agencies (ACCJC and FCMAT, specifically).
- Application Management Services providing Oracle database administration, Banner system administration, and operating system administration for CCSF's Ellucian Banner environment.
- 24x7x365 Tier 1 Technology Help Desk in support of CCSF students, faculty and staff.

The largest component of the proposed service is the revamping of the Banner environment to make use of the functionality of the current version. The current situation we face involves so many customizations and workarounds that migrating to "current Banner" will require almost as much work as a new implementation. Under these conditions, we as an institution will need to recognize that utilization of an ERP system occurs in phases over a number of years.

Under this proposed five (5) year relationship with Ellucian, Ellucian will provide services needed to review, revise, and update the following processes to the practices included in the current Banner version. This includes elimination of unneeded customizations and adoption of "CAL-B", the California Community College-adapted version of Banner.

Banner Finance

- Managing External Interfaces into Finance
- Purchasing Goods and Services*
- Managing Accounts Payable
- Managing Fixed Assets*
- Managing the Chart of Accounts and Journal Entries
- Developing the Annual Budget
- Managing Sponsor Programs (Pre-Award)*
- Managing Sponsor Programs (Post-Award)*
- Managing Endowments
- Managing Non-Student Accounts Receivable
- Managing Travel and Expense

Banner Human Resources

- Processing New Hires*
- Managing Position Control
- Managing Employee Records
- Processing Payroll

Five years.
=
A completely new system could be sourced and installed in around two years, say those internal to CCSF's administration.
=
So why are we committing again to FIVE years of a patchwork system?

Services only. No license for the current version of Banner 8.8. Just services to upgrade 2.0 even though these functions are baked into 8.8.

- Processing Employee Leaves
- Processing Employee Separations*

Banner Financial Aid

- Managing Funds
- Managing Satisfactory Academic Progress
- Managing Student Employment and Federal/Institutional Work Study
- Managing Packaging and Disbursement
- Processing Financial Aid Applications
- Processing Loans

Banner Student - Recruiting, Admissions

- Managing Admissions Recruitment Relationships*
- Recruiting Prospective Applicants*
- Processing and Managing Undergraduate Applicants, Relationships, and Communication (including transfer and international)
- Processing and Managing Non-Degree and Continuing Education Students, Relationships and Communication

Banner Student - Registration/Records Management

- Creating and Maintaining Programs and Curriculum*
- Creating and Maintaining the Class Schedule*
- Managing Student Registration
- Managing Grades and Academic Standing
- Advising and Withdrawals
- Auditing and Awarding Degrees
- Managing Learning Support

Banner Student - Accounts Receivables

- Assessing Tuition, Fees, and Other Charges*
- Processing, Posting, and Applying Payments and Credits
- Managing Student Billing and Collections
- Managing Third-Party Contracts and Billing*
- Processing and Tracking Student Refunds

This is a comprehensive improvement program which covers the major operational processes of the institution. It includes and goes beyond the Banner-related processes cited as issues by FCMAT and ACCJC, although the FCMAT and ACCJC issues will be the priority areas for service delivery. The five year relationship provides time for service delivery to address root causes of the process issues rather than quick "band aid" fixes which may be sub-optimal solutions.

In addition to the services outlined above Ellucian will:

- Provide 24X7 application management support and monitoring
- Transition and engagement management
- Banner administration support
- Database administration support
- Operating system support
- 24X7 customer service and student service technicians (help desk)

Under this proposed 5 year agreement the annual fees are below:

Year 1 (6 months)	Year 2	Year 3	Year 4	Year 5	Year 6 (6 months)
\$1,817,654	\$2,942,225	\$2,516,393	\$2,360,409	\$2,253,823	\$1,210,230

It should be noted that through this agreement the District will achieve cost saving of approximately \$400,000 per year by not renewing or continuing other IT related contracts as those services have been incorporated into this agreement. The funding source for this agreement is the Unrestricted General Fund.

It also should be noted that this agreement would contain an early termination agreement in the event of loss of funding (State or local) and termination of accreditation.

RECOMMENDATION:

RESOLVED: That Special Trustee approve entering into a contract with Ellucian for project management, technical remediation, and functional services and support related to the District's Banner enterprise resource software platform; and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Originator: Ronald P. Gerhard

Total: \$13,100,734.00
 =====
 The college did not even solicit bids for a completely new system from SunGard/Banner or competing systems such as PeopleSoft.

March 14, 2014

I am Judy Hubbell, a long time CCSF Music Faculty member since 1978 and would like to speak about the need for a return of democracy, transparency, and justice to our college. I am also a member of the Save the Arts and a strong supporter of the Save CCSF Coalition's work.

The Save the Arts Committee has been meeting every Friday afternoon in Arts 133 since last fall to determine what can be done about the loss of our Performing Arts Education Center. We meet today at 3:00 in Arts 133. Anyone is welcome to come, learn about the center which was initially on 2 successful bond issues in 2000 and 2005. We have waited a long time for this building!

The PAEC building would have meant among other positive outcomes 27 practice rooms rather than 4, a computer lab for musical composition, 2 piano labs, rehearsal spaces, and a large meeting and concert hall for gatherings that must now meet in Ram Plaza and be targeted by the police! The student leadership for our group emceed yesterday's event at Ram Plaza and appears to have been targeted when they entered Conlan Hall, which last time we checked, is a public building always open in the afternoon on Friday.

What have we become under Doctor Agrela and our present Administration, a democratic institution or a dictatorship? I have been at CCSF since 1978, and never seen such treatment of our students.

Yesterday our talented music student and concerned arts advocate, Demetrios Philliou was pepper sprayed and injured, and we believe is being held in jail or in a hospital somewhere. As many of you know, Demetrios is one of those talented students who takes up a just cause and is not afraid to speak about it. Is poetry and music so threatening to our present administration that they must now encourage beating our students?

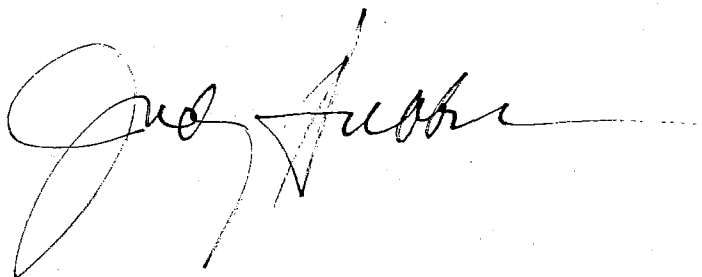
In the Fall of 2013 the Performing Arts Education Center was canceled by our Special Trustee Robert Agrela without discussion. For many of our students who are aware of what this means, this is for them a tremendous loss. They also are aware that after our 14 years of waiting for the PAEC to be built, that they must continue to pursue their dreams in the arts in our present substandard conditions! For them it is hard to even find a practice room! Understandably

they are with all of us, still looking at the situation and want to see this building, for which there has been 80 million dollars set aside, built.

Recently the June deadline has loomed ever closer, and they have been meeting outside the CCSF café Chasing Lions to sing, read poetry, and educate other students on what this potential building would have offered them and future students. They are peaceful, concerned and intelligent young people. I know a lot of them from my classes in Voice at CCSF.

I am both outraged and very sad this morning that this administration does not seem to care about the future of our college or the future of its students. We all, as faculty, staff, students, and community members need to make it clear that free speech and open and fair policies belong in San Francisco. Our college threads through the fabric of this city, and has done so in a positive and illuminating way since I first came in the 70's. I feel strongly as an educator at CCSF it is tantamount that we do not allow our students to be treated in this way. I hope you will all join me and our department head, Madeline Mueller, in our continued struggle to speak for the education of our students and to support those students who are clearly in the right on this issue of returning a full democratic process to the college as well as our need for the PAEC about which they spoke.

We will let you know how Demetrios and other are as soon as we can find where they have been locked up or hospitalized. I remain a strong member of this faculty and will continue to advocate for peaceful but committed advocacy that supports the needs and ideals of our students. Thank you.

A handwritten signature in black ink, appearing to read "Joe Jacobs". The signature is fluid and cursive, with a long horizontal line extending to the right.

BOARD of SUPERVISORS



City Hall
Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

TO: Youth Commission
FROM: Derek Evans, Assistant Clerk
DATE: March 10, 2014
SUBJECT: REFERRAL FROM BOARD OF SUPERVISORS

The Board of Supervisors has received the following request for hearing, which is scheduled to be heard at the March 14, 2014, Neighborhood Services and Safety Committee special meeting. At the request of the Youth Commission, this item is being referred as per Charter Section 4.124 for comment and recommendation. The Commission may provide any response it deems appropriate within 12 days from the date of this referral.

File: 140123

Resolution urging State Community College Chancellor Brice Harris to restore the voice of San Francisco voters and bring democratic decision-making, transparency, and public accountability back to City College of San Francisco by restoring the duly elected Board of Trustees.

Please return this cover sheet with the Commission's response to **Derek Evans, Clerk, Neighborhood Services and Safety Committee.**

RESPONSE FROM YOUTH COMMISSION Date: _____

- No Comment
- Recommendation Attached

Chairperson, Youth Commission

Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee.
An ordinance, resolution, motion, or charter amendment.
- 2. Request for next printed agenda without reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative

Sponsor(s):

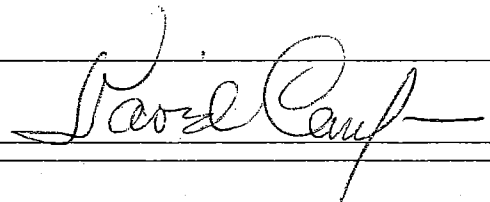
Campos, Mar, Avalos, Wiener, YEE, KIM, CHIU

Subject:

Resolution Urging State Community College Chancellor Brice Harris to Restore City College of San Francisco's Duly Elected Board of Trustees

The text is listed below or attached:

Please see attached resolution.
I kindly request that this be sent to the Neighborhood Services and Safety Committee.

Signature of Sponsoring Supervisor: 

For Clerk's Use Only: