

From: Presidents Office <presidents-office@cca.edu>

Date: Fri May 29 2020 09:02:57 GMT-0700 (Pacific Daylight Time)

Subject: [Faculty-I] Honoring CCA staff members Gail Davies, Ken Tanzer, and Donald Smith

Dear CCA Community,

I write to express heartfelt appreciation to three members of our community. Each dedicated more than twenty years of their professional lives to the college, helping us grow and enhance the educational experience for generations of CCA students. They are Executive Assistant Gail Davies, Associate Vice President for Financial Services Ken Tanzer, and Library Technician Donald Smith. While Donald retired on May 15, today is the last day on staff for Gail and Ken. I hope you will join me in thanking them all for a job well done!

Gail is retiring after 30 years of service. She joined CCA in 1990 as a secretary in the office of President Neil Hoffman. She immediately became an indispensable member of the president's team as an executive assistant and office manager. Over the course of three decades she worked with four CCA presidents, and I know each would attest to the simple fact that Gail's insight, calm, dedication, and caring was critical to their success and to the operations of CCA. During my tenure, I've witnessed Gail's special talent in communicating with the breadth of people who visit Macky Hall. She listened to every student, alum, faculty member, staff member, trustee, donor, or neighbor who called or dropped in. She made sure their questions and input were well heard and always followed up as promised. The trustees have relied on her for years, and I know many who value her friendship. Gail has too many talents to enumerate here, but I will say that she is certainly someone who made it possible for our school to grow and evolve while still keeping its culture and character. Thank you, Gail.

CCA also owes a debt of gratitude to Ken Tanzer, who served 21 years as an essential lead manager in the Business Office. Ken has been a valued partner working with CCA presidents, CFOs, and the board Finance Committee to ensure the fiscal strength of the college. No one worked with greater attentiveness and loyalty to business and accounting principles at the core of sound nonprofit operations. Ken's dedication helped CCA manage growth responsibly, maintaining a balanced operating budget for more than 20 years. He spent long hours putting his expertise to work on critical accounting responsibilities including preparing the annual audit, financial statements, required regulatory filings, and tax-exempt bond issues. We have all benefited from the solid financial foundation Ken created. I wish him the best in his future endeavors.

Donald Smith joined CCA in April 1999 as the public services manager in Meyer Library on the Oakland campus and in 2011 moved his work to our Simpson Library in San Francisco. Over the past 21 years, Donald supported thousands of students, faculty, and staff in their work with library collections and research. His warmth and generosity of spirit was evident to all as Donald greeted library visitors with a broad smile and an eagerness to engage. His kindness set the tone, helping to position the libraries as not only an essential academic resource, but a place where the CCA community feels welcome and valued. Though Donald has retired as an active staff member, the numerous library staff he hired and trained continue on as a legacy to his achievements.

Again, I am grateful to each of these staff members who built a career and a life around CCA. They helped build the foundation for CCA's promising future.

Sincerely,
Steve Beal