

10-C-1575

(Do Not Write Above This Line)

A COMMUNICATION

BY JOHN LEWIS, CHAIR BOARD OF ETHICS TO MUNICIPAL CLERK RHONDA DAUPHIN JOHNSON:

SUBMITTING THE SIX MAJOR COLLEGES AND UNIVERSITIES WITHIN THE CITY - CLARK ATLANTA UNIVERSITY, GEORGIA INSTITUTE OF TECHNOLOGY, GEORGIA STATE UNIVERSITY, MOREHOUSE COLLEGE, MORRIS BROWN COLLEGE AND SPELMAN COLLEGE RE-APPOINTMENT OF MS. CATHY DANIELS TO SERVE ON THE BOARD OF ETHICS.

Filed

- CONSENT REFER
- REGULAR REPORT REFER ^{SEP 20 2010}
- ADVERTISE & REFER
- 1st ADOPT 2nd READ & REFER
- PERSONAL PAPER REFER

Date Referred 9/7/10

Referred To: Comm on Council

Date Referred

Referred To:

Date Referred

Referred To:

First Reading

Committee _____
 Date _____
 Chair _____
 Referred To _____

Committee CCC
 Date 9/20/10
 Chair [Signature]
 Action File
 Fav, Adv, Hold (see rev. side)
 Other
 Members [Signatures]
 Refer To

Committee _____
 Date _____
 Chair _____
 Action _____
 Fav, Adv, Hold (see rev. side)
 Other _____
 Members _____
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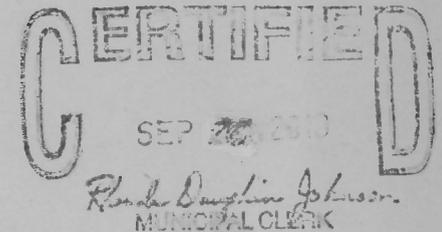
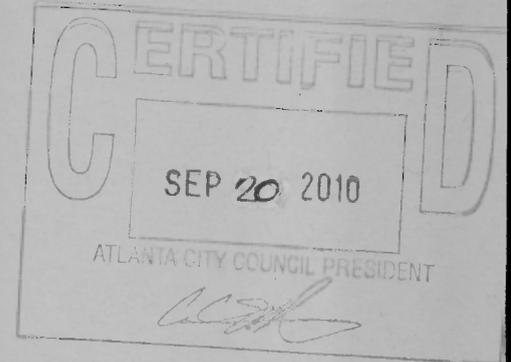
Committee _____
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Committee _____
 Date _____
 Chair _____
 Action _____
 Fav, Adv, Hold (see rev. side)
 Other _____
 Members _____
 Refer To

FINAL COUNCIL ACTION

- 2nd 1st & 2nd 3rd
 Readings
 Consent V Vote RC Vote

CERTIFIED



MAYOR'S ACTION

10- C-1575



CITY OF ATLANTA

68 MITCHELL STREET SW, SUITE 12130
ATLANTA, GEORGIA 30303-0312
(404) 330-6286
FAX: (404) 658-6077

BOARD OF ETHICS

John Lewis Jr., Chair
MaryAnne F. Gaunt, Vice-Chair
Carol Snype Crawford
Charles B. Crawford, Jr.
Cathy R. Daniels
Caroline Johnson Tanner
Charmaine Ward

ETHICS OFFICE

Ginny Looney, Ethics Officer
glooney@atlantaga.gov

August 13, 2010

By electronic mail

Ms. Rhonda Dauphin Johnson
Municipal Clerk
55 Trinity Avenue, Suite 2700
Atlanta, GA 30303

Dear Ms. Johnson:

I am pleased to inform you that the six major colleges and universities within the city -- Clark Atlanta University, Georgia Institute of Technology, Georgia State University, Morehouse College, Morris Brown College, and Spelman College -- have reappointed Cathy Daniels to serve on the City of Atlanta's Board of Ethics. Ms. Daniels currently works at Spelman College as Chief of Staff and Secretary of the College. She has served on the board since August 2007.

Ms. Daniels meets all the requirements for the office. Enclosed is the letter from Spelman College President Beverly Daniel Tatum announcing Ms. Daniel's selection and a copy of her resume. In addition, the Department of Human Resources has reported that the candidate has cleared the necessary background check as required under section 2-804 of the Code of Ethics.

If you need further information, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "John Lewis".

John Lewis

cc: Mayor Kasim Reed
Council President Ceasar Mitchell
Cathy Daniels
President Carlton Brown, Clark Atlanta University
President G.P. "Bud" Peterson, Georgia Institute of Technology
President Mark P. Becker, Georgia State University
President Robert Franklin, Morehouse College
President Stanley J. Pritchett, Morris Brown College
President Beverly Daniel Tatum, Spelman College



Spelman College

OFFICE OF THE PRESIDENT
Phone: 404-270-5001
Fax: 404-270-5010

BEVERLY DANIEL TATUM, Ph.D.
President

August 11, 2010

Mr. John Lewis
Chair, Board of Ethics
68 Mitchell Street, SW
Suite 12130
Atlanta, GA 30303

Dear Mr. Lewis:

It is my pleasure to nominate Ms. Cathy Daniels to serve for another term on the City of Atlanta Board of Ethics. As you know, Ms. Daniels is an attorney, and currently serves Spelman as the Secretary of the College and my Chief of Staff. In her work with the Board of Trustees and with the Office of the President, Cathy often deals with sensitive and confidential issues. She is the model of discretion and integrity in doing so. As I noted in my first letter of nomination in 2007, Cathy has repeatedly demonstrated her good judgment at Spelman, and makes even the most challenging tasks look effortless, always remaining in good humor as she does it. Certainly Cathy's performance at Spelman is consistently strong, and I certainly expect that will be the case on the Board of Ethics. She remains a resident of the city of Atlanta, and I am delighted that she is willing to continue her community service as a member of the Ethics Board.

As you may know, all of the other Atlanta college presidents have communicated their support for Ms. Daniels' nomination via e-mail to Ms. Ginny Looney. If you need any additional information, or if I can answer any questions, please do not hesitate to contact me.

Best wishes,

Beverly Daniel Tatum, Ph.D.
President

CATHY R. DANIELS

EDUCATION

University of California – Los Angeles

School of Law - Juris Doctor

School of Education – Teaching Certification

University of California – Santa Barbara

Bachelor of Arts - English

Spelman College

General Studies; Honor Roll

CREDENTIALS AND CERTIFICATIONS

State Bar of California - Member #152762

California Commission on Teacher Credentialing - Clear Multiple Subject Teaching Credential

Harvard Graduate School of Education: Institute for Higher Education Management

Completed certificated program for senior-level administrators in higher education.

Los Angeles County Bar Association - Completed certificated training in mediation.

EXPERIENCE

Spelman College

Chief of Staff – January 2009 – Present

Manage completion of presidential initiatives and special projects that cross organizational lines. Advise President on short-term and long-term issues to facilitate and integrate various planning functions and work on her behalf with other members of the Senior Team to strengthen the effectiveness of all areas of institutional governance. Mediate disputes which come to the Office of the President and address as appropriate. Facilitate communication across key constituent groups; participate in strategic and tactical planning efforts thereby expediting decision-making processes across the College.

Secretary of the College - August 2006 – Present

Principal Administrative Officer to the Board of Trustees and advisor to the President on all matters related to the Board. Ensure compliance with College bylaws and advise on best practices for board governance. Coordinate Board meetings and work of the Board Affairs Committee including recruitment, assessment and election of trustees. Develop and manage Board member orientation, development and training. Provide confidential support to the Chair and Executive Committee on policies, procedures and actions of the Board. Coordinate honorary degree, presidential awards and community service award processes. Plan and execute ceremonial events including Baccalaureate and Commencement.

Cathy R. Daniels

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Writers Guild of America, West

Labor Union representing screen and television writers in the entertainment industry

Senior Director, Credits and Creative Rights Administration May 2002 - June 2006

Director of Credits Administration May 1994 - May 2002

Member of senior management team reporting directly to the Executive Director. Advised the Board of Directors, staff, writers, agents, attorneys, and company representatives on policies and procedures governing credit provisions of the WGA collective bargaining agreement. Effectively and efficiently supervised the administration of over 200 arbitrations annually. Coordinated legal claims and negotiated settlement agreements with production companies involving contract violations. Prepared semi-annual reports to the Board of Directors. Created compliance reports concerning creative rights of writers for CEOs of major entertainment companies. As liaison to the Board of Directors' subcommittee on Credits, produced new guidelines for determining credits, including development and drafting of new policies and procedures, coordinating union membership vote and supervising implementation of the new rules. As a member of the Human Resources Policy Group, advised, reviewed and recommended personnel policy procedures and designed a new performance evaluation process. Taught seminars for various entertainment companies, talent agencies, and law firms on various aspects of the Writers Guild Collective Bargaining Agreement.

Screen Credits Administrator - October 1990 - May 1994

Interpreted and enforced the provisions of the WGA collective bargaining agreement and Screen Credits Manual pertaining to writing credits on theatrical motion pictures. Administered credit arbitrations and supervised the Screen Credits Department.

Law Clerk - Summer 1989

Researched issues related to labor law. Drafted legal memorandum and arbitration claims.

Jackson & Associates

Summer Associate - 1988

Researched and drafted memorandums on wrongful termination and other civil litigation issues.

Community Television of Southern California (KCET)

Legal Extern - Fall 1989

Drafted consulting and production agreements for educational programming. Prepared distribution reports and licensing agreements. Participated in collective bargaining agreement negotiations.

Los Angeles Unified School District – Carthay Center School

School Improvement Coordinator - February 1986 to June 1987

Recruited and supervised teaching assistants. Drafted School Plan and prepared School Improvement Budget.

Elementary School Teacher - September 1984 to June 1987

Taught kindergarten and first grade classes in a multi-ethnic environment. Developed and implemented lesson plans advancing curriculum goals and objectives.

VOLUNTEER WORK AND INTERESTS

City of Atlanta Board of Ethics – August 2007 – Present – Member of citizen-appointed volunteer board charged with monitoring and enforcing compliance with the city's Code of Ethics. Appointed to represent the six major colleges and universities in the City of Atlanta.

UCLA School of Law – Alumni Board of Directors 2001-2004 – Served on Outreach and Student/Alumni Relations Committees.

Black Women Lawyers of Los Angeles - Co-chaired annual scholarship fundraiser and served on various other committees.

RCS# 566
9/20/10
3:10 PM

Atlanta City Council

REGULAR SESSION

MULTIPLE

10-C-0921, 10-C-1575

FILE

YEAS: 13
NAYS: 0
ABSTENTIONS: 0
NOT VOTING: 1
EXCUSED: 0
ABSENT 2

Y Smith	Y Archibong	B Moore	Y Bond
Y Hall	Y Wan	Y Martin	Y Watson
Y Young	B Shook	Y Bottoms	Y Willis
Y Winslow	Y Adrean	Y Sheperd	NV Mitchell

MULTIPLE