

CITY CURRENTS



A NEWSLETTER FOR THE CITY COLLEGE COMMUNITY

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MAY 3–9, 2004

Helping to build careers one student at a time

Students received one-on-one assistance with career preparation decisions at the Career Development and Placement Center's Career Information Fair and the Transfer Center's San Francisco State University Transfer Fair, both held April 21. In photo at right, CDPC Testing Technician Ana Maria Chong assists a student. In photo at far right, Graciela Daniele of SFSU Extended Learning discusses transfer options with a prospective student.



Photo by Monica Davey



Photo by Monica Davey

CCSF student John Anderson earns Fulbright to Germany

City College student **John E. Anderson**, who is studying German at the Castro-Valencia Campus, has been selected for a Fulbright Award in the University Student Category in Germany for academic year 2004–2005. Last summer he spent three months in Germany with a host family.

The 23-year-old Anderson, who graduated with highest honors in civil engineering at UC Davis, will travel to Germany in August. He will participate in an intensive German class there before beginning his study of sustainable construction engineering at Technical University, Berlin, in September.

“This will lay the foundation for my career as an engineer,” says Anderson. “After the completion of the Fulbright I would like to continue my studies of sustainable engineering at the University of

California, Berkeley, and then work in the private sector in construction engineering.”

“The Fulbright scholarship will present me with the invaluable opportunity to take the first step in my career in international construction management. The opportunity to learn another language and culture are a rare luxury that I’ll take full advantage of while overseas,” Anderson continues.



Photo by Steve Kech

JOHN ANDERSON

The Sacramento native adds, “In order to fully understand sustainable development in Germany’s construction industry my project will consist of two parts. The first segment will consist of theoretical research which will examine the German interpretation of both green design and lean construction as taught in a German university. Lean construction places the importance on identifying and eliminating waste throughout the construction process. Equally important is green design which focuses on how the design stage of engineering can reduce waste, incorporate recycled materials, use alternative local materials, and plan for the future recycling of the yet-to-be-built structure. The second segment of my project will be an internship at a German construction engineering company which is at the forefront of environmental construction techniques.”

CITY CURRENTS

City Currents is published weekly during the Fall and Spring semesters by the Marketing and Public Information Office of City College of San Francisco. It is distributed free to all faculty, classified and administrators through the regular campus mail system. It is also available on the College's website at www.ccsf.edu/Services/Public_Information.

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City Currents welcomes submissions from all members of the City College of San Francisco Community.

Please note that the deadline is 10 AM Monday one week prior to the issue date.

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Shared governance update

Academic Policies Committee

Minutes of the Academic Policies Committee's February 23, 2004 meeting.

I. Agenda Adopted.

The Committee adopted the agenda.

II. Minutes Approval.

The Committee approved the January 26, 2004 minutes.

III. Chair's Report.

- The Executive Council approved the proposal for an Information Competency Degree requirement for consideration by the Bipartite Committee on Graduation Requirements.
- The Executive Council has not yet approved the proposed catalog language for the Mathematics Graduation Requirement. The item is on the Council agenda for this Wednesday, February 25.
- A department chair had asked the Committee to look at the foreign-degrees aspect of the CCSF Award of Achievement policy. The chair decided to look into the matter directly and may raise the issue next month if there is still a question of policy.

IV. Unfinished Discussion/Business.

A. Intersegmental General Education Transfer Curriculum (IGETC)-pattern Transfer Degree Discussion.

Bruce Smith and **Madeline Mueller** reminded the Committee of some differences between the CCSF Associate Degree G.E. pattern and the CSU Transfer Degree G.E. pattern. One such difference is that the CCSF Area G requirement is met by the CSU Area E requirement. The CSU Transfer Degree includes G.E. courses accepted by CSU for equivalent categories in the CSU G.E. pattern.

IGETC does not include any Area G1 courses except Anatomy 14. Thus, requiring Area G1 for an IGETC-pattern degree would entail most students taking extra courses. Mueller suggested that the trans-

fer degree could use the same Area G1 variant as the CSU-pattern degree. Smith and Mueller will continue working on details for a proposal.

B. Written Composition Graduation Requirement Update

Smith reported that the English Department and ESL Department Curriculum Committees are meeting to try to work out a basic plan for raising the written composition graduation requirement to the English 96 level, while maintaining an ESL written composition option. The ESL Department is developing a course it hopes will be deemed as "one level below English 1A."

C. Request for Closure from the Enhanced Self-Study (ESS) Coordinating Committee

ESS Coordinating Committee Co-Chair **Ophelia Clark** asked the Committee about the status of six ESS recommendations. After some discussion, the Committee agreed to reply as follows:

PCL2: Advisors and Mentors.

Referred to the Noncredit Issues Subcommittee. (2002-01-28) Chair **Fred Teti** will try to discover its status there.

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CCSF Bookstore can help faculty prepare course readers for fall

By Bruce Lundy
Course Materials Manager

Let the CCSF Bookstore produce a course reader for your class and avoid the lines at the photocopier. The Bookstore can also advise you on how to obtain permission to reproduce copyrighted material.*

With a Course Reader

- The bookstore sells a bound or loose-leaf set of materials to your students.
- Students pay at the bookstore
- Students have a complete set of materials from the beginning of the semester
- Students with Disabilities get materials at the start of the semester, which facilitates timely conversion into Braille, large print, computer text or audio formats.**

Without a Course Reader

- You print or photocopy materials and carry them to class.

- You or CCSF pay for printing or copying.
- Students typically get many handouts that must be organized and saved. Absent students miss getting handouts.
- Students with Disabilities: Students get materials as the semester progresses.

Textbook Information Forms for Fall 2004 were due to the Bookstore on April 16. Please submit this information (including any planned course reader) now!

Course Reader originals are due to the Bookstore by Tuesday, June 15.

For more information, contact **Rose Twyman**, Course Materials Buyer, at (415) 239-3470.

* For more information on copyrights, see www.ccsf.edu/Policy/Copyright/.

** For more information on disability access to printed materials, contact **Tom Hetherington**, the DSPS Alternate Media Specialist at (415) 452-5333.

Volunteer for shared governance

In preparation for the 2004-2005 academic year, the Executive Council is hoping to fill faculty vacancies on the Shared Governance committees listed below. If you think you might be interested in applying for a faculty vacancy, please contact the committee chair to learn whether you meet any criteria associated with the vacancy, what issues the committee is discussing, and its meeting schedule. Then please submit an Interest Form to the Academic Senate Office, E202, telephone (415) 239-3611.

Administrative Information Advisory, **David Yee**; CalWORKs Advisory, **Vivien Calderón**; Classified Position Allocation, **David Gallerani**; Contract Education, Dean **Judy Teng**; Curriculum Committee, **Michael Kelly**; Equivalency, **Glenn Nance**; Facilities Review, Vice Chancellor **Peter Goldstein**; Financial Aid Advisory, Dean **Rod Santos**; Grading Policies, **Rosemary Brinson**; Graduation, Dean **Rod Santos**; Health and Safety, Vice Chancellor **Peter Goldstein**; K-12 Articulation, (call Senate Office); Matriculation, Dean **Nicholar Chang**; Program Review, **Lidia Jenkins**; Reassigned Time, Vice Chancellor **Don Griffin**; Registration and Enrollment, **Darlene Alioto**; Research, Director **Bob Gabriner**; Scheduled Maintenance, (call Senate Office); Sexual Harassment Prevention, (call Senate Office); Staff Development, Director **Clara Starr**; Transfer Issues, **Donna Hayes**; Student Preparation and Success, **Lisa Romano** and Associate Dean **Kristin Hershbell**; Student Equity, (call Senate Office); Student Complaint, (call Senate Office).
The following committees have unlimited membership: Basic Skills, **Hall Huntsman** and **Nadine Rosenthal**; Facilities Projects, (call Senate Office); International Education, Dean **Joanne Low**; Scholarship, (call Senate Office); TLTR, **Janet Willett**; Noncredit issues, **Carol Dent**; Vocational Education Advisory, **Andrea Speraw**; Works of Art, **Julia Bergman**.

SHARED GOVERNANCE — ACADEMIC POLICIES COMMITTEE

Continued from Page 2

CLL4: Student Service Orientation.

Referred back to the Coordinating Committee with the recommendation that it be sent to the Student Preparation and Success Committee.

CLL5: Skills across the Curriculum.

On Hold, pending the Student Learning Outcomes results of the Accreditation Self-Study (2002-10-21).

CLL6: Written Comp. Grad. Req.

In Progress, pending recommendation from the combined English and ESL Curriculum Committees (see above).

EMT7: Automated Attendance.

On Hold, pending consideration by the Noncredit Issues Subcommittee.

EMT 11: Waiting List.

Not recommended (2002-03-18).

V. New Discussions/Business.

A. College Policy on Student Attendance when Instructor is late.

Committee members informed **Fred Teti** that there is no official College-wide policy on how long students should wait for a late instructor. Some departments have such policies, and instructors can issue their own policies to their students.

Summary of Motions and Recommendations.

- **IGETC-pattern Associate Degree (Item IV.A.):** **Bruce Smith** and **Madeline Mueller** will continue to research concerns and try to draft a proposal
- **Request for ESS Closure (Item IV.C.):** **Fred Teti** will try to locate PCL 2.

Next Meeting: March 22, 2:15-4:15 P.M., Ocean Avenue Campus, room Arts 311

Academic Senate: Questions and Answers

By Francine Podenski
2nd Vice President

What is the Academic Senate?

The Academic Senate is an organization whose primary function is to make recommendations to the administration and the Board of Trustees with regard to academic and professional matters. Academic and professional areas include curriculum, degree and certificate requirements, grading policies, educational program development, standards and policies regarding student success, district participatory governance structures, reports involving accreditation, self-study, and yearly updates, professional development activities, program review processes, institutional planning and budget processes, and other academic and professional matters as mutually agreed upon between the college's governing board and the academic senate such as faculty hiring policies and procedures. (Source: Title 5, Article 2, Section 53200.)

What is the difference between the Academic Senate and the American Federation of Teachers Local 2121?

The Academic Senate represents faculty in areas of academic and professional matters. AFT 2121 represents faculty in areas of working conditions and wages.

What is the Academic Senate Executive Council?

The Executive Council consists of 29 faculty elected to represent all CCSF faculty in academic and professional matters. Faculty nominate and elect new Executive Council members every Spring semester. Members serve in staggered terms to ensure consistency from year to year. Council meets bi-weekly on Wednesday afternoons to consult with various constituencies, appoint faculty to shared governance committees, conduct agendaized open debates on high priority issues, and make recommendations regarding academic and professional matters. The Executive Council also conducts college-wide Academic Senate Plenary Sessions during FLEX to inform and update faculty about high priority issues and projects.

What is the difference between being a member of the Academic Senate and a member of the Academic Senate Executive Council?

All CCSF full-time and adjunct faculty are members of the Academic Senate. The Executive Council consists of 29 elected faculty who represent Academic Senate members.

How can faculty become a member of the Academic Senate Executive Council?

CCSF faculty interested in becoming more involved can seek nomination and election to Council during the Spring semester. In May of each year faculty elected to Council nominate and elect a President, 1st Vice President, 2nd Vice President, and Secretary to lead the Council during the following academic year. Members serve in staggered terms to ensure consistency from year to year. Council members are elected for a two-year term and may run again for a second two-year term. After four consecutive years on Council, members are termed out and are required to take one year off before running for Council again.

Who are the Academic Senate Executive Council Officers this year?

President is **David Yee**, Chair, Physics Department; 1st Vice President is **Fred Teti**, Mathematics Department; 2nd Vice President is **Francine Podenski**, Chair, Broadcast Electronic Media Arts; and Secretary is **Glenn Nance**, Chair, African-American Studies Department

What are some of the accomplishments of the CCSF Academic Senate Executive Council this year?

1. Conducted Academic Senate Plenary Sessions during Fall and Spring FLEX to update faculty about high priority issues and projects.
2. Conducted two Executive Council retreats. Retreat #1 was an orientation for new council members to their duties and responsibilities and to set goals and priorities for the academic year. Retreat #2 was with Chancellor Day to discuss non-instructional faculty positions and, where appropriate, how these might be integrat-

ed into the administrative structure of the college.

3. Appointed over 100 faculty to shared governance committees.
 4. Met regularly with Chancellor Day to explore and discuss a broad range of academic and professional matters.
 5. Met with Board of Trustees President **Lawrence Wong** and Vice President **Milton Marks**.
 6. Met with leadership of the AFT2121 and the Administrators Association.
 7. Explored options for reclaiming professional development funds with Chancellor Day.
 8. Established work groups tasked with exploring learning outcomes and assessment, administrative structure, and updating the faculty hiring document.
 9. Heard reports from a wide variety of committees and programs, approximately two per council meeting.
 10. Participated in a review of the CCSF Shared Governance System.
 11. Considered numerous Enhanced Self Study recommendations.
 12. Attended Accreditation and Self-Study trainings at CCSF and other locations.
 13. Attended, participated, and presented at California Community College State Academic Plenary sessions and Area B Regional Senate meetings.
 14. Recommended that academic majors be reflected on student transcripts.
 15. Recommended an increase in Mathematics graduation requirements.
 16. Recommended that a flexible Information Competency requirement be added to graduation requirements.
 17. Recommended that the administration and governing board urge San Francisco State University to continue offering their Engineering Program.
 18. Assisted with and supported the "March in March" and the "Missing Student Project."
 19. Considered proposed changes to Instructional Unit Program Review criteria.
 20. Participated in administrative evaluations.
- For more information about City College of San Francisco's Academic Senate and Executive Council, call (415) 239-3611.

Minutes of the Academic Senate Executive Council

Ocean Avenue Campus, Room R518 — February 11, 2004

Council Members Present: Rosemary Brinson, Gonzalo Castro-Gonzalez, Dominique Chapuis, Fred Chavaria, Ophelia Clark, Sunny Clark, Maria Franco, Shama Hasib, Darrel Hess, Lynda Hirose, Christopher Kox, Joshua Law, Winnie Leong, Madeline Mueller, Glenn Nance, Francine Podenski, Louis Schubert, Chris Shaeffer, Elisa Shore, Lisa Romano, Jane Sneed, Fred Teti, David Yee

Council Members Absent: Ann Clark, Camille Hoffman, Christopher Johnson, Barry Lynch, John Odell, Pablo Rodriguez

Guests: Trustee Lawrence Wong; Keith McAllister, Math; Julia Bergman, Library; James Lim, Library

I. CALL TO ORDER

The meeting was called to order at 2:45 P.M. by President Yee.

II. ADOPTION OF AGENDA

The agenda was adopted by consensus.

III. APPROVAL OF MINUTES

The minutes for the Senate meetings of November 19, 2003, December 3, 2003, and the Plenary Session of 2004 were approved as is. The minutes of the January 14, 2004 Senate meeting were approved with corrections.

IV. ANNOUNCEMENTS

Sneed: 1) Scholarships are still available to students. There will be one more scholarship workshop on February 26, 2004 in R-301, 11:30-12:30 P.M.; 2) From February 10-May 7, 2004 The Rosenberg Library and the John Adams Library will mount "Jump Start", an exhibition showcasing over 15 activist projects. "Youth Speaks" will perform Black History Month programs on Wednesday, February 18, 2004, 12-1 P.M., in room R304 on the Ocean Campus, and February 25, 2004, 11 A.M.-12 P.M. in the auditorium at John Adams.

Teti: The Alpha Gamma Sigma Student

Honor Society will host a reception called "Honor-Palooza" on Thursday, February 12, 2004 at 11 A.M. in the Student Union on the Ocean Avenue Campus.

Yee: 1) The State Academic for California Community Colleges Spring Session is scheduled to take place at the SFO Weston Hotel, April 15-17, 2004. Council members who are interested in attending contact President Yee; 2) The Academic Senate for California Community Colleges is holding Curriculum Colloquia on Graduation Requirements on Friday, February 27, 2004 at the District Office 333 East 8th Street, Oakland, California. The colloquium on English will be 9 A.M.-11:30 A.M. and the colloquium on Mathematics will be 1 – 3:30 P.M.; 3) Applications are solicited from individuals who wish to be considered for membership on the Accrediting Commission for Community and Junior Colleges. Commissioners are appointed for a three-year term and may re-apply for a second three-year term. If interested, contact the Senate Office.

Podenski: John Odell had a bicycle accident and will be temporarily incapacitated.

V. OFFICERS' REPORTS

President Yee: 1) The Chancellor's evaluation is out and all faculty are encouraged to fill it out and return it promptly. 2) The Accreditation Committee has had two meetings since Council last met. We are shifting to a "Theme Based" approach with the idea that data will be collected which will be used as a base for the themes.

First Vice President Teti: 1) Thanked Council for making the Retreat the success that it was; 2) The next meeting of the Academic Policies Committee is Monday, February 23, 2004, 2:15-4:15 P.M., at the Downtown Campus. The Committee will continue discussing possible changes in the Associate degree requirements.

Second Vice President Podenski: 1) The Teaching and Learning Technology Roundtable has been working on a CCSF Copyright Webpage. Both in-classroom and distance faculty are encouraged to include the following language in future class syllabi: "The materials for this course are only for the use of students enrolled in this course for purposes associated with this course. Copyrighted course material may not be further disseminated. Learn more about copyright restrictions at the CCSF Copyright Information Web Link at <http://ccsf.edu/xxxx>." 2) I attended the Business Learning Advisory Committee meeting and they are grappling with two items. One would be a residency requirement for students who earn an on-line degree; the other concern is that small departments could suffer from the development of new on-line courses, since they would have to give up existing courses. These issues are being discussed by the Committee and reported on.

Secretary Nance: Council should congratulate Second VP Podenski for the excellent job that she did planning and setting up the Retreat.

VI. COMMITTEE APPOINTMENTS: Teti

Council unanimously approved the following faculty to these limited committees:

2004-02-11-01 MSU

Sexual Harassment Prevention: Jessica Sabalboro, Behavioral Sciences.

Council unanimously approved the following faculty to these unlimited committees:

TLTR: Janet Willett, ESL; Beth Cataldo, IDST; Patty Chong-Delon, Counseling Services; Edward Sterling, Foreign Languages.

International Education: Ira Rothstein, Film.

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Minutes of the Academic Senate Executive Council

Ocean Avenue Campus, Room R518 — February 11, 2004

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Basic Skills: Kathryn Brown, DSPS; Ana Fountonella, ESL; Cindi Harrison, Learning Assistance; Lynda Hirose, CAHS; Lisa King ; English; Marylou Massey-Henderson, DSPS; Keith McAllister, Mathematics; Alisa Messer, English; Joanne McGlothlin, Learning Assistance; Lisa Romano, Counseling; Shaun Rowley, CDPC; Alexandra Teague, English; Gloria Yee, English.

VII. UNFINISHED BUSINESS

A. Report on Shared Governance

Review: Yee

Information will be available for the next Council meeting.

B. Development of Recommendation from Retreat on Tenure-Track Instructionally Related Assignment: Podenski

Feedback and notes from the Retreat with the Chancellor were discussed by Council. Most of the evaluations were positive. It was felt that the classification of 100% released “non-instructional” faculty is contingent on their duties and who they report to. Some positions are clearly administrative whereas others are performing duties which are more classroom or student orientated, even though they aren’t teaching. Council discussed

criteria that could be used to determine the administrative “cut off” point. After discussing faculty retreat rights, Council discussed what Chancellor Day might intend by the phrase “12 month faculty,” as differentiated from “9 month faculty” regarding, salary, etc. It was decided that the next step would be for the Officers to clarify the following points which had been discussed and bring them back to the next Council meeting:

1) Definition:

(a) What could be considered to be a “faculty” job description (as opposed to Administrator)?

(b) What would be the difference between a regular and an extended working agreement?

2) Determine who, through their job description, would be classified as an “Administrator.”

C. Math Competency Equivalency Language: Teti

A copy of Proposed Modifications for the Minimum Mathematics Graduation requirement prepared by First Vice President Teti was distributed to Council. This was an attempt to address Council concerns about the Math Competency proposal that was presented at the recent Bipartite Graduation Requirement meeting. Council discussed in depth and accepted the language of the first three options as modified.

It was agreed that the Math Competency Requirement would be agendized for the next Council meeting at which time Option number four (exam scores) would be discussed and resolved. The document would then go before the Bipartite Committee.

VII. COMMITTEE REPORTS

There were no Committee reports.

IX. NEW BUSINESS

A. Upgrading and replacement of

Rosenberg Library computer system: Bergman, Lim.

Bergman and Lim explained the extensive changes that were taking place in the Rosenberg Library to replace and update the existing computer system. The current server has outlasted its usefulness as a result of usage and dated software and hardware.

X. SPECIAL ORDER OF BUSINESS: TRUSTEE LAWRENCE WONG

Trustee Wong reminisced about his ten years of service on the CCSF Board of Trustees, twice as President, and stated that he would like to address some of the important unresolved issues that still remain, especially as they are related to the improvement of diversity in the District. We have made significant progress in this area over the years, but there is still room for improvement. He asked Council if they had any concerns that should be addressed in this regard. Council members made suggestions, such as creating more diversity in our hiring pools, doing more outreach to the various communities, and working to provide more attractive working and living conditions in a city that has a very high cost of living. It was also pointed out that City College does have a very good record of diversity hiring and that we should be proud of this. The feeling of Council was that this dialog with Trustee Wong and the Board should continue and in addition to looking at changes in current practices, it should consider new, creative approaches to achieving progress in the area of diversity.

XI. ADJOURNMENT

The meeting was adjourned at 5 P.M. in the hope that John Odell’s condition improves.

Respectfully submitted,

Glenn Nance, Secretary

E V E N T

Media Career Day May 5

Please let your students know that the City College Press Club and the Journalism Department are hosting a Media Career Day **Wednesday, May 5** from 10 A.M. to 2 P.M. on the Ocean Avenue Campus. Media representatives from all over the Bay Area are expected to attend to provide information about their careers in journalism and talk about internship opportunities. This event is free of charge and open to the public.

Minutes of the Academic Senate Executive Council

Southeast Campus, Room 309 — February 25, 2004

Council Members Present: Rosemary Brinson, Dominique Chapuis, Fred Chavaria, Gonzalo Castro-Gonzalez, Ophelia Clark, Sunny Clark, Maria Franco, Shama Hasib, Darrel Hess, Lynda Hirose, Christopher Kox, Joshua Law, Winnie Leong, Madeline Mueller, Glenn Nance, Francine Podenski, Lisa Romano, Louis Schubert, Chris Shaeffer, Elisa Shore, Jane Sneed, Fred Teti, David Yee

Council Members Absent: Ann Clark, Camille Hoffman, Christopher Johnson, Barry Lynch, John Odell, Pablo Rodriguez

Guests: Keith McAllister, Mathematics; Julia Bergman, Library; James Lim, Library

I. CALL TO ORDER

The meeting was called to order at 2:45 P.M. by President Yee.

II. ADOPTION OF AGENDA

The agenda was adopted by consensus.

III. APPROVAL OF MINUTES

The minutes for the Senate meetings of February 11, 2004 were pulled from the agenda until the next Senate meeting. The minutes for the February 4, 2004 Bipartite Committee on Graduation Requirements meeting were approved unanimously with changes.

IV. ANNOUNCEMENTS

President Yee: This Friday there will be an Area B meeting on Minimum Written Composition and Mathematics Requirements at the Peralta District office in Oakland.

V. OFFICERS' REPORTS

President Yee:

There were a few problems that President Yee brought before the Chancellor in regard to the Vice Chancellor of Student Affairs job announcement. One of the concerns was that the wording would have permitted a candidate with no prior teaching experience to qualify for this

position. The other concern was that the scheduling of the hiring process would have required that a disproportionate segment of the hiring process take place in the Fall '04 semester. Adjustments were made to require teaching experience and the timeline for the hiring process was adjusted more equally between the Spring '04 and Fall '04 semesters.

Vice President Teti:

The Academic Policy Committee met on Monday. No official action was taken, but there are some issues that are in process and others that are on hold.

VI. COMMITTEE APPOINTMENTS: Teti

Council unanimously approved the following faculty to this unlimited committee:

2004-02-25-01 MSU

Vocational Education Advisory: Peggy Guichard [reappointment] {Health Care Technology}

VII. UNFINISHED BUSINESS

A. Report on Shared Governance Review: Yee

At next Thursday's Shared Governance Review Committee meeting comments from all constituent groups will be discussed. A few other concerns have been expressed, but most of them have been addressed. Given the volume of work that has to be done, the chairs of the Shared Governance committees may need some release time. The Academic Senate's answers for Shared Governance Review will be sent to Council members tomorrow. If anyone has any questions, get back to President Yee immediately.

B. Development of Recommendation from Retreat on Tenure-Track Instructionally Related Assignment: Teti

"A draft resolution CCSF Administrator and Faculty Roles" was moved and seconded. Council discussed what

Chancellor Day might intend by the phrase "twelve-month faculty"... It was felt that the job description should not be tied to an exact number of months, but thought of as "regular" calendar and "extended calendar." Simply to frame this as an issue of "twelve month faculty" loses sight of its complexity. The classification of 100% released time "non-instructional" faculty is contingent on the duties assigned them and who they report to. Some positions are clearly administrative whereas others are performing duties which are more classroom or student orientated, even though they aren't teaching. Because of the many modifications that Council had, it was decided that this resolution would be tabled. The Officers will incorporate the points which had been discussed and bring it back to the next Council meeting for a resolution.

C. Math Competency Equivalency Language: Teti

Option #4 of the Math Competency agreement was put on the floor for discussion. The minimum accepted scores of the external exams were discussed. Council went over the various scores that are being used at community colleges throughout the state and what standard should be set for CCSF students. If we adapted this standard, it would create a very high standard, state-wise, for CCSF. There was concern that our criterion be inclusive. After discussion, it was moved and seconded that the following language be used for Option #4 of the Math Graduation Requirement Scoring:

2004-02-25-02 (Teti/Brinson) MSP

- 550 or higher on the Mathematics Achievement Test (SAT II Mathematics Subject Examination), or 600 or higher on the SAT I, or
- Level I or II or 28 on the American College Test (ACT), or

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Minutes of the Academic Senate Executive Council

Ocean Avenue Campus, Room R518 — March 10, 2004

Council Members Present: Rosemary Brinson, Gonzalo Castro-Gonzalez, Dominique Chapuis, Fred Chavaria, Ann Clark, Ophelia Clark, Ann Clark, Maria Franco, Shama Hasib, Darrel Hess, Lynda Hirose, Christopher Kox, Joshua Law,

Winnie Leong, Madeline Mueller, Glenn Nance, Francine Podenski, Pablo Rodriguez, Louis Schubert, Chris Shaeffer, Elisa Shore, Lisa Romano, Jane Sneed, Fred Teti, David Yee

Council Members Absent: Camille Hoffman, Christopher Johnson, Barry Lynch, John Odell

Guests: Keith McAllister, Mathematics; Julia Bergman, Library; James Lim, Library

Minutes of the Academic Senate Executive Council

Southeast Campus, Room 309 — February 25, 2004

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- 3, 4, or 5 on the Advanced Placement Examination in Calculus AB or BC, or
- 3, 4, or 5 on the Advanced Placement Examination in Computer Science AB, or
- 3, 4, or 5 on the Advanced Placement Examination in Statistics.

D. Report on Accreditation Self-Study: Yee/O. Clark

An extensive training session took place last Friday which covered interesting and useful material. It's finally been agreed that a "Themes" approach will be taken. There was some concern that the process isn't moving quickly enough and we have no "product." However, the collection of "evidence" is considered to be an important part of the process. But, at this phase, discussion and evidence are an important part of the process. One important point that was made is that the Board of Trustees has no role in the accreditation process. President Yee stressed the importance of faculty input in this process. He also noted that this session was video-taped and is available for those interested in the Senate Office.

VIII. NEW BUSINESS:

A. Proposed Special Retreat with Board Diversity Committee: Podenski

This item was tabled until the next meeting.

B. Academic Senate Election: Yee

President Yee presented Council with a timeline for the elections. An announce-

ment of information about the election process will be gotten out. There is concern that there should not be an end of the semester "time crunch." The ballots will be mailed out about the 24th of March, 2004 just before Spring Break. President Yee has had the Senate Office staff prepare materials for the election process and it is all ready to go. Council members are urged to get the word out to other faculty and the election will be publicized thoroughly.

IX. COMMITTEE REPORTS:

A. College Diversity Advisory Committee: Nance/Hirose

The "Grow Your Own" program is about ready to get started. This will give CCSF students the Opportunity to come back to CCSF as faculty. The issue of harassment of Transgender students was discussed and the Chancellor has written a district-wide distribution letter to bring their concerns to the attention of the Campus Community. A group of Polynesian students attended the last meeting and expressed concern about programs and courses that reflected their heritage. The Diversity Committee asked them to list their concerns and every effort would be made to address them.

X. ADJOURNMENT

The meeting was adjourned at 5 P.M.

Respectfully submitted,
Glenn Nance, Secretary

I. CALL TO ORDER

The meeting was called to order at 2:45 P.M. by President Yee.

II. ADOPTION OF AGENDA

Council adopted the agenda.

President Yee informed Council that the Council meeting will be temporarily adjourned at 3:30 P.M. at which time the Bipartite Graduation Requirement meeting will be convened to discuss the Math Graduation Requirement and the Information Competency Graduation Requirement. After the Bipartite business is completed, Council will reconvene to complete the remainder of its agenda.

III. APPROVAL OF MINUTES

The minutes for the Senate meeting of February 11, 2004 were pulled from the agenda until the next Senate meeting.

IV. ANNOUNCEMENTS

President Yee:

- 1) The March on Sacramento to protest the increase of educational costs is scheduled to take place on Monday, March 15, 2004. Buses have been scheduled to pick up students from each Campus;
- 2) The State Academic Senate for California Community Colleges Spring Session is scheduled to take place at the SFO Weston Hotel, April 15-17, 2004. Council members who are interested in attending contact President Yee.

Brinson: The Friends of the Library asked that we encourage faculty to join this group.

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Minutes of the Academic Senate Executive Council

Ocean Avenue Campus, Room R518 — March 10, 2004

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V. OFFICERS' REPORTS

President Yee:

1) Two weeks ago I attended the Academic Senate for California Community Colleges Curriculum Colloquia on the English and Mathematics Graduation Requirement. Some colleges have very high standards, others low. The consensus seemed to be that this issue should be discussed at the local level. This will be discussed in greater depth in a *City Currents* article which I'm currently working on;

2) I also attended a C.C.C.C. I.O. (Chief Instructional Officers) Conference and attended some of the workshops.

First Vice President Teti:

1) I will be attending the State Senate Meeting in April;

2) I attended the Mathematics portion of the February 27, 2004 Area B meeting on Graduation Requirements. I urged the participants to respect local autonomy and the evolving nature of the college student body, and thus not to change the Title 5 language.

Second Vice President Podenski :

1) I attended the Teaching and Learning Technology Round Table meeting and there was discussion about "smart classrooms", or classrooms that are being equipped for state-of-the-art technology. Also discussed was the institutionalization of online courses. What is meant by this is that each of the courses offered online would be funded by each individual department. There was also discussion about CCSF offering an online degree. This is still in the infancy stage.

Secretary Nance: The Senate Officers met with AFT Officers and discussed issues of common concern. Among items discussed were: the extended faculty calendar; the reestablishment of faculty travel funding; and concern about the

idea of CCSF offering an online graduation degree.

VI. COMMITTEE APPOINTMENTS:

Teti

Council unanimously approved the following faculty to the respective committees:

2004-03-10-01

Academic Policies: Lancelot Kao, Astronomy.

CalWORKS Advisory: Tessa Henderson-Brown, Counseling.

Concert and Lecture: Mark Fan, Library Services, **Brian Fergus** (reappt.), Music.

Contract Education Advisory: Darian Taha (reappt.), Computer Networking.

CSU/UC Breadth Requirements: Maria Heredia (reappt.), Counseling.

Noncredit Issues (Unlimited): Kathryn Brown, DSPS.

Registration and Enrollment: Fred Safier (reappt.), Mathematics.

Student Preparation and Success: Tessa Henderson-Brown, Counseling.

TLTR (unlimited): Patty Chong-Delon, Counseling; **Francine Podenski,** Broadcast.

Vocational Education Advisory (unlimited): Kathryn Brown, DSPS.

Works of Art (unlimited): Patricia Arack, ESL; **Roger Baird,** Art; **Beth Erickson,** ESL; **Jayne Ogrodnick,** ESL; **Mine Terner,** Art; **Jim Torlakson,** Art.

VII. UNFINISHED BUSINESS

A. Report on Shared Governance Review: Yee

Summary recommendations of the Shared Governance report were distributed to Council. Podenski covered some added recommendations. Under the Academic Senate, #3, it was proposed that there be a protocol agreed upon by all participating groups, we should all be

governed by the same rules. It was also felt that the current committee appointment process be retained, that is the Senate is the sole body that appoints faculty.

B. Development of Recommendation from Retreat on Tenure-Track Instructionally Related Assignment: Podenski

A draft "CCSF Administrator and Faculty Roles" resolution which had been moved, seconded and tabled for revision at the last Senate meeting was placed on the table for discussion. Among the concerns expressed were the primary work assignments of faculty. After much discussion and soul-searching the resolution was approved with two changes.

2004-03-10-02

Resolution on CCSF Administrator and Faculty Roles (approved 2004 March 10)

Whereas, The CCSF Academic Senate Executive Council and Chancellor Day have discussed at a Special Retreat the roles of San Francisco community College District (SFCCD) employees as administrators and as faculty; and

Whereas, The Chancellor has expressed strong interest in hiring faculty/certificated employees on an extended calendar; and

Whereas, The Committee on Committees considers an employee of the SFCCD to be a faculty member for the purposes of Governance appointments by the CCSF Academic Senate Executive Council if all of the following apply:

(1) The SFCCD hired the employee by the process described in the Faculty Hiring Document, or

The SFCCD hired the employee by the process described in the Administrator Hiring Document and the employee has exercised Retreat Rights.

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Minutes of the Academic Senate Executive Council

Ocean Avenue Campus, Room R518 — March 10, 2004

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(2) The employee's work assignment primarily includes contact with students as an instructor, a librarian, a counselor, a department chair, or a health service professional.

(3) The Employee or the employee's primary supervisor is a member of the Department Chairs' Council.

And

Whereas, Council expressed various concerns about administrator roles and faculty roles at its 2004 February 11 meeting; therefore be it

RESOLVED, That the CCSF Academic Senate Executive Council

- develop a process to clarify the job descriptions of standard-calendar faculty/certificated employees and possible extended-calendar faculty/certificated employees,
- develop a process to affirm or modify the definition of "faculty" for the purposes of Governance appointments,
- work to clarify distinctions between administrator roles and faculty roles, irrespective of calendar, at CCSF, and
- consult collegially on these issues with AFT 2121 and other appropriate District groups.

C. Report on Accreditation Self-Study: Yee/O. Clark

Accreditation "Core" meetings have been taking place and some matrices have been made up based on the evidence from WASC. An Accreditation Guide has been passed out to Council and it contains suggestions of what could be considered to be "evidence" for each of the standards. The Committee has to define what evidence is and how it should be processed. Information will have to be

flushed out and analyzed to determine how various policies function to contribute to the educational process at CCSF. It will be necessary to have a close look at what we are doing in order to evaluate the Student Learning Outcomes (SLO) are. Dialog will be an important factor in the determination of what we think we are doing to educate and how well what we are doing it. The most important aspect of the process this semester is recruitment, getting people involved in the process and training people to take part in the self study. Timelines have been set for the achievement of various goals. The Chancellor will be sending out announcements for volunteers.

D. Update on Executive Council Election: Yee

Election information is going out in *City Currents* and packages will be sent out to faculty soon. A timeline for the process was in the Senate packet for this meeting and the process is all set to go. The deadline for submission is March 19, 2004 and it is important for Council members to get the word out to the faculty so that we can meet this deadline.

VIII. NEW BUSINESS:

A. Proposed Special Retreat with Board Diversity Committee: Podenski

After the official Senate meeting (February 11, 2004) at which Council met with Trustee Lawrence Wong adjourned; a handful of Council members continued a dialog with him about Diversity in the District. Out of this discussion came a suggestion that Council have a special retreat with Board members to discuss some of these issues. It was felt by Council that a retreat at this time and for this purpose would be pre-

mature and counter-productive. Council felt that time didn't permit another retreat and that there was a full agenda of business between now and the end of the semester.

It was also felt that the Council really hasn't done its homework in preparation for such a meeting. Council strongly felt, however, that the decision made during the regular Senate meeting to continue our dialog with Trustee Wong and to invite him back to continue this exchange of ideas at future meetings should be carried out. The meeting between Trustee Wong and the Senate was viewed as only the first step toward the development of a productive, ongoing, working relationship between the Senate, Lawrence Wong and CCSF Board members.

B. Evaluation of Administrators for Spring 2004: Yee

The next issue of *City Currents* is carrying an article on the Administrator Evaluations Procedure which everyone should read to get a better understanding about the process? There is a need for more faculty input? There will be more discussion about this at the next Senate meeting.

IX. COMMITTEE REPORTS:

There were no committee reports.

X. ADJOURNMENT

The meeting was adjourned at 5 P.M.

Respectfully submitted,

Glenn Nance, Secretary

Minutes of the Academic Senate Executive Council

Alemany Campus, Room 103 — March 24, 2004

Council Members Present: Rosemary Brinson, Dominique Chapuis, Ann Clark, Sunny Clark, Maria Franco, Shama Hasib, Camille Hoffman, Christopher Kox, Madeline Mueller, Glenn Nance, Francine Podenski, Lisa Romano, Elisa Shore, Jane Sneed, Fred Teti, David Yee

Council Members Absent: Gonzalo Castro-Gonzalez, Fred Chavaria, Ophelia Clark, Darrel Hess, Lynda Hirose, Christopher Johnson, Joshua Law, Winnie Leong, Barry Lynch, John Odell, Pablo Rodriguez, Louis Schubert, Chris Shaeffer

Guests: Augusta Goldstein, ESL; Carol Dent, ESL

I. CALL TO ORDER

The meeting was called to order at 2:45 P.M. by President Yee.

II. ADOPTION OF AGENDA

The agenda was adopted by consensus.

III. APPROVAL OF MINUTES

The minutes for the Senate meetings of February 11, 2004 were approved by consensus. The minutes for February 25, 2004 were approved with corrections.

IV. ANNOUNCEMENTS

Yee: The Asian Coalition Scholarship Dinner “Shanghai by Night” will be Friday, April 30, 2004, 6:30 P.M. at the Meriwa Restaurant at 728 Pacific Avenue, San Francisco.

Podenski: The KCSF Radio News Department won the first place award at a recent regional competition.

Shore: **Ivy Chung** was the winner of the Student Athletic Award given to students who distinguish themselves athletically and academically.

Sneed: **Joshua Law** invites faculty to attend a recital Saturday, March 27, 2004 at 7 P.M.

V. OFFICERS’ REPORTS

President Yee:

1) I attended the “March in March” in Sacramento on Monday, March 15, 2004. There was a good turn-out, state-wide, to protest potential Community College fee increases.

2) I attended the AFT-CIO Convention, “Education is Union Work” in Universal City, March 19-20, and went to some of the workshops.

3) I met with Dean Ellison and Dean Smith and discussed the logistics of implementing the Mathematics Graduation Requirement.

4) I mentioned attending the C.C.C.I.O. meeting recently, but forgot to mention that the new State Chancellor, **Mark Drummond**, was there and gave a presentation. He seemed to be very cognizant about the area of vocational training. He also talked about restructuring the State Chancellor’s office and looking at ways that the limited funding available can be utilized more efficiently.

5) I distributed copies of the State Resolutions and amendments to the Resolutions which will be acted upon at the State Academic Senate for California Community Colleges Spring Session scheduled to take place at the SFO Weston Hotel, April 15-17. The Area “B” meeting will be taking place this Friday at College of San Mateo from 11 A.M. to 3 P.M. If anyone has any pressing issues to be brought forward, they can be written out in the form of a resolution and presented at that meeting.

6) I distributed copies of a draft of the resolution “Recommendation for a Retention Program for Asian Pacific American Students” which was presented to the Board of Trustees at the last Board meeting. A new location for this program has been designated.

First Vice President Teti:

1) I chaired an Academic Policies Committee meeting, March 22, 2004. The committee received a report about the joint English/ESL discussions on the Written Composition Graduation Requirement;

2) I attended the March in Sacramento and served as a faculty monitor on the DSPS bus;

3) I wrote an article for *City Currents* on the Shared Governance System and it has been published. Look for my article next week on the faculty appointment process;

4) I will also be attending the Area “B” meeting on Friday and the Spring Plenary in April;

5) We will adjourn this afternoon in the memory of Dean **Bruce Smith**’s father who passed and with the hope of a speedy recovery for Shared Governance Coordinator **Attila Gabor**.

Second Vice President Podenski:

1) I will be working on a *City Currents* article that summarizes what the Senate actually does and reviews some of the accomplishments of the Senate in the courses of the year.

2) I met with Dean **Brian Ellison** and discussed CCSF Majors with him. He seemed to feel that CCSF Majors would appear on a student’s transcript only after it had been approved by the Curriculum Committee and the State Curriculum Office. I thought that there was more flexibility on this issue, if supportive documentation could be provided.

3) I will also be attending the Plenary.

Secretary Nance:

I attended the Diversity Institute Workshop which took place on Friday, March 12 and Saturday, March 13, 2004. The workshop was facilitated by Dr.

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Minutes of the Academic Senate Executive Council

Aleman Campus, Room 103 — March 24, 2004

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Frances Kendall, a specialist in work force diversity and organizational change. The workshop dealt with Institutional change, and how it can be brought about. There was a good turn-out of faculty and administrators.

VI. COMMITTEE APPOINTMENTS: Teti

Council unanimously approved the following faculty to the Noncredit Issues committee:

2004-03-24-01

Carol Dent [ESL], **Augusta Goldstein** [ESL], **Denise Quinn** [ESL].

VII. UNFINISHED BUSINESS

A. Report on Shared Governance Review: Yee/Podenski

A draft "Recommendations for Improvement of College Shared Governance", which was in Council's packet was discussed by Council. Second Vice President Podenski stated that the Senate recommendations contained protocols which went far beyond those which are listed in this report. There was only one Senate recommendation mentioned in the report. The consensus of Council was that the report is unanimously unacceptable and that the Officers should express this feeling to the Chancellor.

B. Report on Accreditation Self-Study: Yee/Clark

Since the last Senate meeting, break-outs of individual groups have been meeting. O. Clark has been attending these meetings and since she isn't here, she will not be able to report on their progress.

C. Update on Executive Council Election: Yee

The close of the nominations had to be extended by another week. We were very close to having the necessary number, but just fell a little short. Council were asked

to encourage other faculty to send in their requests to run.

D. Update on Spring 2004 administrator evaluations: Yee

The "Long Form" and the "Short Form" of the Administration Evaluation form were passed out to Council. President Yee stressed the importance of gathering as much information as possible in order to get an accurate picture. There was administrative concern that the evaluation process could be compromised to the detriment of administrators. Some Council members felt that the faculty weren't getting enough information about administrative evaluation. It is important that faculty participate in the process.

VIII. NEW BUSINESS

A. Administrator Evaluation Oversight Committee: Yee

In the Administrative Evaluation document there is an Administrative Oversight Committee. The purpose of this is to alleviate some of the concerns about the implementation of the Evaluation Process. fact that the supervisor. The function of the Committee is spelled out in the document and President Yee also discussed it in his *City Currents* article. The Committee consists of the President of the Academic Senate and at least three other faculty who are appointed by the Academic Senate. We will have to get faculty to serve on this committee. As of now, the function of the committee is still being fleshed out.

B. Proposed Information Competency Working Group: Teti

At the last Bipartite Graduation Requirement meeting at which the Information Competency Requirement was approved, there was discussion about forming a group to look into the details of implementation. Forming a "Working Group" is easier than forming a task force. If it's a working group we don't

have to advertise the positions and the term is not limited to 90 days. Council discussed it and felt that it should clarify who establishes the "Descriptors." This document will be passed on to the DCC to look at. There was concern that if a clear agreement isn't reached as to what the committee will be doing, everyone will be operating on different interpretations of the Requirement.

IX. COMMITTEE REPORTS:

A. Student Prep Success Committee: Romano

Student Prep is looking at the functioning of the Scholarship Office so as to have better standardization of the process for students. For some of the scholarships, the application process is fairly simple, whereas for others it's very complex. It will be necessary to review the entire system and restructure it. In the meantime, the current system will remain in use. The Asian Pacific American Retention Program has found office space and will be in operation in the Fall '04 semester.

X. OPEN FORUM

Nance: In the last meeting with the Chancellor, the Council Officers inquired about the status of Faculty Travel and AB1725 Conference travel funding. Faculty Travel had been suspended at the time of the budget cuts but no arrangements had been made for its restoration. After some discussion, the Chancellor thought that he might be able to refund about \$20,000 - \$30,000 of the original amount until the original \$60,000 can be replaced.

XI. ADJOURNMENT

The meeting was adjourned at 5 P.M. in memory of Dean Bruce Smith's father who passed and with the hope of a speedy recovery for Shared Governance Coordinator, Attila Gabor.

Respectfully submitted,
Glenn Nance, Secretary

CCSF's 'Midsummer Night's Dream' taped to air on EATv Channel 27

Shakespeare's *Midsummer Night's Dream* staged by the Theatre Arts Department in late February, will have its television debut next week on Educational Access Cable Channel 27. The play, directed by Adjunct Faculty member Dr. **John Wilk**, with a cast of City College students, airs on **Monday, May 10th** at 3 P.M., **Tuesday, May 11th** at 10 P.M., and **Wednesday, May 12th** at 4 P.M.

"MND" was videotaped over a period of two performances – a four-camera live-to-tape production by Broadcast Media Services. Broadcast Electronic Media Arts students, under the direction of BEMA Adjunct Faculty member **Michele Sieglitz**, served as crew.

Post production was by BMS editor **Susan Boeckmann**; the executive producer, BEMA Faculty member **John Odell**.

"This is must-see TV," says Odell. "The colorful characters, costumes, sets, music, and multimedia show all promise viewers a very entertaining experience."

Reception at Macy's raises money to benefit Diego Rivera Mural Project

The Diego Rivera Mural Project of City College of San Francisco was the beneficiary of all the proceeds from an April 8th reception held at the Union Square Macy's.

CCSF Chancellor **Philip R. Day, Jr.**, introduced Dra. **Guadalupe Rivera-Marin**, Diego Rivera's daughter, to a sold out crowd, which included the new Mexican Consul General **Alfonso de Maria y Campos**, **Adriana Williams**, granddaughter of a past Mexican president and biographer of the artist **Miguel Covarrubias**, and **Robert Marcus**, the noted local Latin American art collector. Representing the CCSF Foundation Board was **Walter Newman** and his wife, **Ellen Newman**.

The event, hosted by Macy's and Dra. Rivera-Marin, included a wine tasting and sampling of recipes from her *Frida's Fiestas* cookbook.

Faculty Association Retirement Party

In appreciation of the years of service given to the college community, the Faculty Association and Chancellor **Philip R. Day, Jr.** will host a retirement party on **Wednesday, May 12th**, from 3:30 to 6 P.M. in the Pierre Coste Dining Room. There will be tall tales among old friends, and taste treats prepared by the students of the Culinary Arts and Hospitality Department. Tickets are \$15. Please mail your check to **Pat Wille**, C106. This year's retirees are guests of the Faculty Association.

Sabbatical deadline Sept. 7

Faculty interested in applying for sabbatical for the 2005-2006 academic year can request an application from the Office of Instruction, C308E, or from their campus dean. Completed applications are due on **Tuesday, September 7, 2004** to the Office of Human Resources, 33 Gough Street. The staff in that office will issue you a receipt. The application is available online at: www.ccsf.edu/curri. If you have any questions, contact **Shinmi Kang**, Office of Instruction, Cloud 308, (415) 239-3328.

SFERS offers pre-retirement seminars

The San Francisco City and County Employees' Retirement System will be conducting Pre-Retirement Seminars for its Miscellaneous Members (members other than police officers or firefighters) who are within five years of retirement.

SFERS members interested in the pre-retirement seminar should sign up to attend the seminar on **Wednesday, May 12; Thursday September 23; or Wednesday, December 8**. Seminar hours are 8:30 A.M. to 4 P.M. with morning and afternoon breaks. Doors open at 8:15 A.M. A valid picture ID is required to confirm your registration at the door. Continental breakfast is provided. Lunch break is 11:45 A.M. to 1 P.M.; lunch is not provided. Seminars are conducted at the Ramada Plaza Hotel, 1231 Market Street (between 8th and 9th streets), San Francisco.

Members may obtain the pre-retirement seminar enrollment form and instructions by calling the SFERS Office at (415) 554-1500 or by going to the SFERS web site www.sfgov.org/sfers, click on the word "about" on the right side, scroll to the bottom of the page and click on "pdf" next to the "Pre-Retirement Seminar Enrollment Form" link and open using Acrobat Reader.

City College of San Francisco

GRADUATION

Saturday, May 29, 2004

10 A.M.

NOB HILL MASONIC CENTER

**Faculty, Classified, Administrators
assemble behind the stage.**

'East meets West' authors panel

A panel of California authors, will read and discuss their work at City College of San Francisco to celebrate Asian-Pacific Heritage Month. It is titled "East Meets West."

Discussing their work on **Tuesday, May 4** from 11 A.M. to 1 P.M. in Room 305 of the Louise and Claude Rosenberg, Jr., Library and Learning Resource Center will be:

Oliver Chin, author of *The Tao of Yao: Insights from Basketball's Brightest Big Man*; **Ayoung Kim**, author of *Asian Woman, Alone*; **George Estrada**, author of *I Have Tasted the Sweet Mangoes of Cebu*; and **Mary Yukari Waters**, author of *The Laws of Evening*.

The event is free and open to the public. It is sponsored by CCSF Concert and Lecture Series, Rosenberg Library and Learning Resource Center, Asian Studies, Asian American Studies, Philippine Studies and the Associated Students Council.

For further information, call **Stephanie Lischak Lyons** at (415) 239-3580.

Author George Estrada also talks May 10

As part of the continuing "East Meets West" Author Series, Asian American author **George Estrada** will talk **Monday, May 10** about his book *I Have Tasted the Sweet Mangoes of Cebu* at the Downtown Campus of City College of San Francisco. The presentation will be from 11 A.M. to 12 NOON in Room 821. For more information, please telephone Dean **Steven Glick** at (415) 267-6504.

Spring Jazz Concert to be May 11

A "Faculty Jam" will highlight the City College of San Francisco Spring Jazz Concert on **Tuesday, May 11** at 8 P.M. in the Diego Rivera Theatre. The event is free and open to the public. Some of the faculty in this extraordinary session will include: **Lenny Carlson**, guitar; **Kwaku Daddy**, percussion; **Larry Ferrera**, guitar; **Tod Fleming**, drums; **David Hardiman**, flugelhorn and trumpet; **Rebecca Mauleon-Santana**, piano; and **Charlie McCarthy, Jr.**, woodwinds. The concert also will feature the sounds of the Tuesday Night Stage Band and the Jazz/Rock Improvisational Workshop, both under the direction of David Hardiman. The event is co-sponsored by the Concert and Lecture Series and the Music Department.

Mother's Day Spring Flower and Plant Sale

Thursday, May 6

11 A.M. – 2 P.M.

**Horticulture Center
Ocean Avenue Campus**

House and Bedding Plants
Fresh Floral Designs
Permanent Home Decorations
(415) 239-3236

Student Film Festival May 14

City Shorts, the fourth annual Student Film Festival, will be held **Friday, May 14**, at the Diego Rivera Theatre on the Ocean Avenue Campus, 50 Phelan Ave. The festival will begin at 6 P.M.

City Shorts is presented by the CCSF Film Production Department. A \$2 donation is requested.

For more information, please email citycollegefilmfestival@yahoo.com

Need a web site or CD-ROM for your department?

Beth Cataldo, Coordinator of the City College of San Francisco Multimedia Studies points out that the program teaches students to design and develop web sites, CD-ROMs and DVDs. Students in the IDST 150 class this fall will be available to create all of the above for programs and departments at City College. "We received a Media Arts Award for the CD-ROM that we developed for the Honors program this past year," Cataldo points out. For further information telephone Cataldo at (415) 452-5107 or email bcataldo@ccsf.edu.

Pick up SF phone books

John D. Kalama Shima, Senior Storekeeper / Buildings & Grounds, reports that SBC San Francisco telephone books are located outside of the Buildings & Grounds Storeroom Cloud Hall, C-143, on the Ocean Avenue Campus. City College personnel can pick up a set for their offices, but fewer phone books have been ordered because of internet access to SBC yellow pages, so if you would like a set, please do not hesitate.

Student designers show work May 16

The Fashion Department at City College of San Francisco is coordinating a Local Designers' Apparel Marketplace to be held **Sunday, May 16** from 9 A.M. to 8 P.M. in the Golden Gate Room, Building A, Fort Mason Center. Student designers from the Bay Area and throughout California have been invited to participate. The project is funded through the Family and Consumer Sciences Statewide Collaborative Grant.



Retirement Party for Sue Evans

Celebrate her 30 years of service

Sunday, May 23 — 3-6 P.M.

Presidio Yacht Club at Baker Beach

How to get there: Take the second exit after the Golden Gate Bridge, Alexander Avenue. Go downhill toward Sausalito and take the second left which is marked "Fort Baker." Before the tunnel, go right on E. Bunker Road, which goes toward the water. Follow the signs for "Waterfront." At the waterfront, turn left near a small group of trees, and follow the road to the yacht club. It is a white building with a red roof in front of the yacht basin. *Parking is free and plentiful.*

Please make checks payable to George Shardlow (\$30) and mail to Box L-211

Name _____ Address _____

Phone Number _____ Number of guests _____

Payment enclosed _____

MENUS — WEEK OF MAY 3–7, 2004

BREAKFAST – TASTE BUDS — 7:30–9:50 A.M.

Eggs • Breakfast Meats • Pancakes • Waffles • French Toast • Cereals • Pastries • Juices • Coffee • Tea

LUNCH — PIERRE COSTE ROOM (PCR) — 11:15 A.M.–12:30 P.M.

LUNCH — CAFETERIA — 11 A.M.–1:15 P.M.

Please check out the freshly prepared specials at the A la Minute Station

Monday, May 3

Breaded Veal Parmigiana • Rotelli with Basil • Squash Medley • Succotash
Mandarin Style Beef Stir-Fry • Chinese Fried Rice • Soup: Ten Bean

Tuesday, May 4

Quiche Florentine • Grilled Tomato • Broccoli au Beurre • Carrots with Mint
Scandinavian Stuffed Cabbage • Bulgur Rice with Lentils • Soup: Potato Cheddar

Wednesday, May 5

Fried Chicken • Roasted Herb Potatoes • Braised Swiss Chard • Breaded Fried Eggplant
Seafood Jambalaya • Jalapeno Corn Bread • Soup: Old Fashioned Lentil and Potato

Thursday, May 6

Beef Enchiladas • Spanish Rice • Frijoles Negro • Brussels Sprouts Saute
Grilled Smoked Pork Chop • Lyonnaise Potatoes • Soup: Tortilla

Friday, May 7

Alaskan King Cod Doria • Parsley Potatoes • English Leaf Spinach • Green Beans Amandine
Lamb Curry • Rice Pilaf • Soup: Boston Clam Chowder

DINNER — CAFETERIA — 5:45–7 P.M.

A la Carte Salad Bar available Monday through Thursday evening

Monday, May 3

Beef Bourguignon • Buttered Noodles • Peas with Baby Onions • Soup: Ten Bean

Tuesday, May 4

Chicken Teriyaki • Steamed Cal Rose Rice • Stir Fried Vegetables • Soup: Potato Cheddar

Wednesday, May 5

Grilled Seafood Brochette with Herb Garlic • Linguini with Butter • Sautéed Spinach • Soup: Old Fashioned Lentil and Potato

Thursday, May 6

Bacon Wrapped Lamb Patties with Minted Pepper Relish • Baked Beans • Deep Fried Zucchini • Soup: Tortilla

Master Calendar

May, 2004

Rev. 4/28/04 Subject to change without prior notice

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>3 1:10 – 2:00 p.m. Graduation Subcommittee (R206)</p> <p><i>Resolution(s) to Vice Chancellor's</i></p>	<p>4</p>	<p>5 1:30 p.m. Curriculum Committee (C-334)</p> <p>2:30 p.m. College Agenda Review (E-200B)</p> <p>8:30 p.m. <i>Cable-casting of the Board Meeting (EATV27)</i></p>	<p>6 1:00 – 2:00 p.m. Projects Subcommittee (C-334)</p> <p>3:00-4:00 p.m. CAC (E-200)</p>	<p>7 9:00 – 10 00 a.m. Financial Aid Subcom (C-334)</p>
<p>10 2:00 – 4:00 p.m. Facilities Review (B616)</p> <p>3:00 p.m. Honors Committee (C339)</p>	<p>11 2:30 – 4:00 p.m. Parking/Transportation (A-210)</p>	<p>12 2:30 – 5:00 p.m. Academic Senate (R518)</p> <p>8:30 p.m. <i>Cable-casting of the Board Meeting (EATV27)</i></p>	<p>13 3:30 – 4:30 p.m. College Council (PCR)</p> <p>3:00 -- 4:30 p.m. DSPS Orientation (R-301)</p> <p>5:00 p.m. Board of Trustees Work Session (Gough)</p>	<p>14 12:30 – 2:00 p.m. ITPC (E-200)</p>
<p>17 1:10 – 2:00 p.m. Graduation Subcommittee (R206)</p> <p>2:15 – 4:15 p.m. Academic Policies (A303)</p>	<p>18</p>	<p>19</p> <p><i>First Day of Final Examinations</i></p> <p>8:30 p.m. <i>Cable-casting of the Board Meeting (EATV27)</i></p>	<p>20 2:00 – 4:00 p.m. PBC (R-518)</p>	<p>21 1:00 – 3:00 p.m. Works of Arts (R-206)</p>
<p>24</p>	<p>25</p>	<p>26</p> <p><i>Last Final Exams</i></p> <p>8:30 p.m. <i>Cable-casting of the Board Meeting (EATV27)</i></p>	<p>27</p> <p>6:00 p.m. Board of Trustees Open Session (JAD)</p>	<p>28</p>
<p>31 HOLIDAY MEMORIAL DAY</p>				

Calendar is regularly updated by the Office of Shared Governance. To submit meeting notices call Attila Gabor at 239-3812
The Master Calendar is also available via Internet at http://www.ccsf.edu/Offices/Shared_Governance