Members present: Nicolas Atensio, Nick Chang, Ann Fontanella, Kristin Hershbell, Sharon Nunley, Lisa Romano, and Marcia Van Dyke

Members absent: Ted Alfaro, Dr. Ann Clark, Ophelia Clark, Claudia Jimenez, Josephine Loo, Dr. Phil Magalong, and Debra Porter

Guest(s): Cecilia Sainez (representing Dr. Henry Augustine)

The meeting called to order at 3:07 PM.

1. Welcome and introduction of new members.

2. Meetings schedule for Spring 2004: Jan 29, Feb 26, March 25, and April 29. Unless otherwise noted all meetings will be in E200B from 3-5 pm.

3. Due to the number of absences from various members the committee reviewed the Standing Rules for Working Committees (CCSF Academic Senate Executive Council document) with regard to policies that affect attendance, voting rights, and committee membership.


   Dr. Day gave a presentation with regard to how CCSF plans to address/respond to the growing concern of the increasing number of students going to college lacking requisite skills necessary to succeed in college. A basic skills subcommittee has been established to begin investigating what City is doing already and what it could do the better serve students. He suggested that we ask them to present to us. He also encouraged all committee members to review the Strategic Plan.

   Dr. Day also gave a brief presentation about CCSF’s leadership of the National Articulation and Transfer Network (NATN).

The meeting was adjourned at 5:04 PM.