



The Academic Senate

CITY COLLEGE OF SAN FRANCISCO

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Copies of the Final Agenda, Resolutions, and Materials for the October 4, 2023 meeting can be found in the [October 4, 2023 meeting materials folder](#).

The Academic Senate Executive Council is committed to providing access and accommodation to Executive Council meetings. To make a request connected to a disability or health condition contact the Academic Senate President 48 hours in advance of any Executive Council meeting.

CCSF Academic Senate Executive Council Final Agenda

Wednesday, October 18, 2023, 2:30-5:00 pm
MUB 140 or Via Zoom

<https://ccsf-edu.zoom.us/j/82394196545?pwd=S2NSbW43VS9sc2JCTzJOTjJrTzVTUT09>

[October 18, 2023, Meeting Materials](#) | [ASEC Zoom Meeting Pro Tips](#) | [Community Guidelines](#) | [Guide to CCSF Acronyms](#)

The times below are estimates and are subject to change. The agenda is not official until adopted.

1. Call to Order 2:30 (3min)

We acknowledge that we are on the unceded, ancestral homeland of the Ramaytush Ohlone who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the ancestors, elders, and relatives of the Ramaytush Community and by affirming their sovereign rights as First Peoples.

- Recognize your own indigenous land settlement at <https://native-land.ca>
- <https://www.ramaytush.org/donate.html>
- <https://sogoreate-landtrust.org/donate/>

2. Adoption of Agenda via roll-call vote 2:33 (2min)

3. Public Comment 2:35 (10 min)

- a. This portion of the meeting is reserved for persons desiring to address the Senate on matters not on the agenda. No actions will be taken. Public

comment is limited to 1 minute per speaker, which is about 150 words. You can submit comments in one of the following ways:

- b. Raise your “hand” in Zoom to get on the speakers list and deliver a live comment.
 - c. Submit your comment through the Zoom meeting chat, to be read by a member of the Executive Council.
 - d. Email your comment to smiragli@ccsf.edu by 12pm on the day of the meeting, to be read by a member of the Executive Council.
4. Reports 2:45
- a. Chancellor’s Report (20 min)
 - b. Officers Reports (15 min)
 - i. [President’s report](#)
 - c. AFT2121 check-in report (5 min)
 - d. Student Chancellor report (5 min)
 - e. Committee on Committees report (5 min)
5. Consent Agenda 3:35 (5 min)
- a. Approval of [Minutes from October 4, 2023](#)
 - b. Approval of Committee Appointments
6. BIO Break (5 min)
7. Unfinished Business (3:40)
- a. Resolution - [Book Materials Adoption Process](#) - Cynthia Dewar/Ying Liu/Alexis Litzky (20 min) - [First read and presentation](#)
8. New Business 4:00
- a. Resolution - [PGC Community Standards](#), 1st Read (10 min) - Lisa Cooper Wilkins/Sheri Miraglia
 - a. Informational Item - Ellen Rayz (10 min) [Fraud Prevention Report](#)
 - b. Resolution - [ILO2 Report](#), 1st read (10 min) - Janey Skinner
 - c. Exemplary Program Award Nominations (10 min) - Fanny Law and Ron Page
 - d. Discussion - CCSF Committees (15 min) - Fanny Law
9. Adjournment (5:00 pm)

Resolutions

Textbook Adoption Resolution Draft 9-23

Whereas, Faculty have both the academic freedom to select the course materials they deem most appropriate and the responsibility to consider the cost burden as they do so;

Whereas, Provisions of the Higher Education Opportunity Act requires each institution of higher education receiving federal financial assistance to “disclose, on the institution’s Internet course schedule and in a manner of the institution’s choosing, the International Standard Book Number and retail price information of required and recommended college textbooks and supplemental materials for each course listed in the institution’s course schedule used for pre-registration and registration purposes”; and

Whereas, California Education Code §66406.9 requires the California Community Colleges to “clearly highlight, by means that may include a symbol or logo in a conspicuous place on the online campus course schedule, the courses that exclusively use digital course materials that are free of charge to students and may have a low-cost option for print versions”; and

Whereas, the OER committee worked with the bookstore and cross-constituent groups to design a revised process for collecting faculty textbook adoptions and providing consistent and clear messaging to students prior to registration regarding all material and supply costs in appropriate locations including the schedule of classes and the bookstore; therefore be it

Resolved, that the Academic Senate for City College of San Francisco endorses the revised book adoption process, as presented on October 18, 2023.

Reference Resolutions

ASCCC OERI Resolutions

[17.01 Local Senate Policies Regarding Textbook Adoption](#)

[20.02 Ensure Course Cost Transparency for Students](#)

Draft Resolution - Endorsement of PGC Community Standards

Whereas CCSF’s Academic Senate adopted Community Standards in 2021 and

Whereas the Participatory Governance Council has worked with constituency group leaders to draft it’s own set of community standards drawing from CCSF’s Academic Senate Community Standards and other sources including the ASCCC Community Standards

Be it resolved that CCSF’s Academic Senate Executive Council endorses the PGC Community standards as written.

Reference Resolutions/Documents:

[Resolution 2021.12.08.6A Endorsement of the ASEC Community Standards.](#)

[Resolution 2022.02.23.6A Resolution on Implementation of Community Standards.](#)

[ASCCC Executive Committee Norms](#)

Draft Resolution - Endorsement of ILO2 Learning Outcomes Report

Whereas Institutional Learning Outcomes (ILOs), rooted in the Mission of the College, define and identify the knowledge, behaviors, and skills the College would like students to acquire and develop throughout their CCSF educational experiences;

Whereas the Institutional Assessment Plan specifies that Institutional Learning Outcomes (ILOs) shall be assessed on a regular basis through a process with broad faculty participation coordinated by the Student Learning Outcome (SLO) Coordinators and the Academic Senate's Student Learning Outcome Committee (SLOC);

Whereas a thorough assessment of ILO 2, Communication, was conducted in 2022-2023 and included multiple measures and dialogue about the ILO, including quantitative analysis of assessments of SLOs mapped up from courses through programs to ILOs; five case studies to capture student experiences with ILO 2; and in-depth discussion at the SLOC meetings on several occasions;

Whereas the results of this assessment were compiled into the Spring 2023 ILO 2 Assessment Report by the SLO Coordinators and approved by the SLOC on September 1, 2023, and are available to share with the college community and the community at large;

Be it resolved that the Executive Council of the Academic Senate receives and accepts the Spring 2023 ILO 2 Assessment Report; and be it further

Resolved that the CCSF Academic Senate Executive Council recommend that this report be used, when relevant, during planning and improvement processes.

Committee Appointments

- **Scholarship**
 - David Kinsbourne (Healthcare Technology), new appointment
 - **CTE**
 - Samuel Johnson (Computer Science), new appointment
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Future Items
