



The Academic Senate

CITY COLLEGE OF SAN FRANCISCO

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Curriculum • Degree Requirements • Grading Policies • Program Development • Student Prep & Success • Governance
Accreditation • Professional Development • Program Review • Planning & Budgeting Process • Others as agreed

Copies of the Final Agenda, Resolutions and Materials for the May 24, 2023 meeting can be found in the [May 24 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 Agenda

Wednesday, May 24, 2023, 2:30-5:00pm
MUB 140 or Via Zoom

<https://ccsf-edu.zoom.us/j/98935746783>

[May 24 Meeting Materials](#) | [ASEC Zoom Meeting Pro Tips](#) | [Community Guidelines](#) | [Guide to CCSF Acronyms](#)

Times below are estimates and subject to change. Agenda is not official until adopted.

I. Call to Order 2:35 (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/>

II. Adoption of Agenda 2:38 (2min)

III. Public Comment 2:40 (10 min)

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:

1. Raise your “hand” in Zoom to get on the speakers list and deliver a live comment.
2. Submit your comment through the Zoom meeting chat, to be read by a member of the Executive Council.
3. Email your comment to msapienz@ccsf.edu by 12pm on the day of the meeting, to be read by a member of the Executive Council.

IV. Reports 2:50

- Chancellor’s Report (10 min)
- Officers Reports (15 min)
 - [President’s report](#)
- AFT2121 check in report (5 min)
- Committee on Committees report (5 min)

V. Consent Agenda 3:30 (5 min)

- A. Approval of [Minutes from May 10, 2023](#)
- B. Approval of [2022-23 Faculty Travel Report](#)
- C. Appoint 2023-24 Faculty Travel coordinator: Kimberly Keenan
- D. Approval of Committee Appointments

VI. Old Business

VII. New Business 3:40

- A. [Faculty Diversity Internship Program \(FDIP\) coordinator job description](#) (10mins) – Tracy Burt, first read, discussion, potential vote
- B. [AP 5.16 revisions](#) (10mins) – Mitra Sapienza, first read, discussion, potential vote
- C. [Equitable Placement, Support and Completion \(AB 1705\) Funding Allocation and the Submission of Funding Plans](#) (10mins) – Dean Mandy Liang, discussion

VIII. Special order of business 4:00

- A. Seating of the 2023–2024 Executive Council (procedural)
 1. [CCSF 2023 Final Academic Senate Election Report](#)
- B. Celebration of outgoing ASEC members
 1. List of outgoing members and new members
- C. Officers Election: Council will determine the officer positions at this meeting. (for additional details on responsibilities of the AS Officers see [ASEC Officer’s Duties](#) and [ASCCC Local Senates Handbook](#))
- D. Consent agenda

1. Adoption of [Academic Senate Executive Council calendar for 2023-24](#)
2. ASEC and PGC committee appointments for [2023-24 Committee Appointments](#)

IX. Adjournment (5:06pm)

Resolutions

VII.B Resolved that the Academic Senate Executive Council approves the following updates to AP 5.16 B.8 Academic Dishonesty Violation:

Academic or intellectual dishonesty such as cheating, plagiarism, or the use of generative tools (including but not limited to GPT-4, Chat GPT, Claude, Cohere), without the permission of the instructor to produce responses to school tasks or activities. Cheating is defined as taking an examination or performing an assigned, evaluated task in a dishonest way. Plagiarism is defined as the unauthorized use of the written language and thought of another author/tool without proper quoting or citing and representing the author's/tool's work as the student's own. A student may not use generative tools to produce content that the student submits as the student's own thoughts and/or language.



VII.A Resolved that the Academic Senate Executive Council endorses the [Faculty Diversity Internship Program \(FDIP\) coordinator job description](#) as presented on May 24, 2023. *Should further updates be made, this will come back to ASEC to present changes*

Committee Appointments

- Nominations to Committees with Limited membership
 - **DEA Subcommittee**
 - Susan Schall (ESL) - new appointment, resource member
 - **OER Committee**
 - Amy McLanahan (Math) - new appointment
 - **SMEE**
 - Amy Miles (English) - new appointment
 - **DLAC**
 - Aaron Brick (Computer Science) - new appointment
- Nominations to AS Workgroups / Task Forces District-Level Committees and Task Forces/Workgroup
 - **PGC Enrollment Management**
 - Katia Fuchs (Math) - new appointment
 - **Simple Syllabus ad Hoc summer workgroup -**

- Sheri Miraglia (Biology) - new, temporary appointment
- Fred Teti (Educational Technology) - new, temporary appointment

Next Year (rollover items)

1. [Requesting additional Minimum Qualification Discipline](#) old business, Craig Kleinman (10mins) *directives for CCSF delegate to move forward additions disciplines to ASCCC.*
2. Reconvening of the Constitution & Bylaws workgroup
3. Review and revisions of the ASEC Faculty travel document
4. FDIP faculty coordinator job description and appointment
5. [Area C GELO Report Acceptance and Use](#) (10mins) – Janey Skinner, second read, discussion, vote
 - a.  ASEC presentation Area C: Sciences & Math Requirement GELO repo...
 - b. Area C report:  [2023GELOAreaCAssessment \(1\).docx](#)
6. Confirmation of [local Senate officers](#) and [ASCCC liaisons](#) for CCSF to send to ASCCC leadership
7. Faculty Evaluations, Tenure Review and Title 5 changes to include DEIAA in partnership with AFT2121