



# The Academic Senate

## CITY COLLEGE OF SAN FRANCISCO

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Copies of the Final Agenda, Resolutions, and Materials for the May 23, 2023 meeting can be found in the [May 23 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, September 6, 2023, 2:30-5:00 pm  
MUB 140 or Via Zoom

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

[September 6 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.

#### 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 via roll-call vote 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 person or the Zoom room 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 [smiragli@ccsf.edu](mailto:smiragli@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](#)
  - Finalize ASEC and PGC committee appointments for [2023-24 Committee Appointments](#) (5 min)
- AFT2121 check-in report (5 min)
- Student Chancellor report (5 min)
- Committee on Committees report (5 min)

#### V. Consent Agenda 3:35 (5 min)

- A. Approval of [Minutes from May 23, 2023](#)
- B. Approval of Committee Appointments, ASEC, and PGC Appointments for 2023-24 (updated)
- C. Approval of [edited AS meeting calendar](#) for 2023-2024

#### V. BIO Break (5 min)

#### VI. Unfinished Business (3:45)

- A. Informational Item: [AP. 1.15](#) - Board Policies and Administrative Procedures, and [AP 5.23](#) - Intercollegiate Athletics - Informational Item, the Board of Trustees made revisions after ASEC, PGC, and Chancellor Approval - Kristin Charles and Edie Kaeuper (5 min)
- B. Constitution Workgroup for the 23-24 Academic Year (10 min)
  1. [Resolution reconvening the workgroup](#) (2023)
  2. Identification of additional workgroup members
  3. Rationale (link to old docs/information)
  4. Discussion

#### VII. New Business 4:00

- A. Faculty Travel - (10 mins) - Kimberly Keenan
  1. First Read, potential vote - [Revisions to faculty travel document](#)

- B. AB 1705 Updates - (10 min) - Dean Mandy Liang
  - 1. Discussion: [Validation of Non-STEM Transfer-level Prerequisites](#),
  - 2. Resolution to approve [AB1705 Coordinator Job Description](#)
- C. Resolution to endorse [Formal response](#) to actions taken by the Board of Trustees to require the college to place a notation in the College Catalog promoting a certificate of achievement that has not yet been developed - (10 mins) - Craig Kleinman
  - 1. [Prior ASEC Resolution outlining our position](#)

VIII. Adjournment (5:00 pm)

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### Resolutions

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**Draft Resolution approving the AB1705 Faculty Coordinator Job Description**

Resolved, that the Academic Senate approve the Faculty Coordinator job description for the AB1705 Faculty Coordinator as presented on Sep 6, 2023 .

**Draft Resolution approving the Faculty Travel Document**

Whereas the Faculty Travel Document required updating to reflect current processes and procedures at the college and the Department Chairpersons Council, Faculty Travel Coordinator, and Academic Senate President have worked together to address all needed changes,

Whereas the Faculty Travel is a “+1” item requiring mutual agreement between the Academic Senate and the Chancellor,

Resolved that the Academic Senate approves the updated version of the Faculty Travel Document.

**Draft Resolution endorsing the Curriculum Committee’s Formal Response to the Board of Trustees regarding the placement of a notation in the course catalog about a yet-to-be-developed Cantonese Certificate of Achievement**

Resolved that the Academic Senate endorses the formal response, prepared by the Curriculum Committee Chair, to the placement of a notation in the CCSF catalog about a yet-to-be-developed Cantonese Certificate required by the CCSF Board of Trustees.

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### Committee Appointments

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1. Nominations to Committees with Unlimited membership
    - **Works of Art**
      - Nicole Oest (Art), new appointment
  
  2. Nominations to Committees with Limited membership
    - **International Education Advisory**
      - Veronica Feliu (World Languages and Cultures), new appointment
    - **Program Review**
      - Christina Yanuaria (ESL), new appointment
    - **Student Grade and File Review**
      - Lark Baum (Behavioral Sciences), new appointment
    - **Student Equity Strategies**
      - Savio Chan (DSPS), new appointment
  
  3. Nominations to AS Workgroups / Task Forces District-Level Committees and Task Forces/Workgroup
    - **Institutional Review Board**
      - Jonathan Siekmann (Biology)
      - Savio Chan (DSPS)
      - ~~■ James Lewis (Work-based Learning Initiatives)~~
      - Christina Yanuaria (ESL)
    - **Strong Workforce Taskforce**
      - Alma Avila (Health Education), new appointment
      - Wanda Ziembra (Health Care Technology), new appointment
      - Dory Rincon (Health Care Technology), new appointment
      - William Morgan (Diagnostic Medical Imaging), new appointment
      - James Connors (Fire Science Technology), new appointment
      - Steven Brown (Environmental Horticulture and Floristry), new appointment
      - Malcolm Hillan (Environmental Horticulture and Floristry), new appointment
      - Maura Devlin-Clancy (CNIT), new appointment
      - Richard Ning Wu (CNIT), new appointment
      - Tracy Burt (Child Development and Family Studies), new appointment
      - Gina Hector (Business), new appointment
      - Lark Baum (Behavioral Sciences), new appointment
      - Michelle Gorthy (Communication Studies), new appointment
      - Craig Kleinman (English), new appointment
      - Erica Gentry (Photography), new appointment
      - Anna Lisa Helmy (ESL), new appointment
      - Christina Yanuaria (ESL), new appointment

- Melissa McPeters (TRST), new appointment
- Amber Straus (Learning Assistance), new appointment
- Ghislaine Maze (Learning Assistance Program), new appointment
- Carina Lin (Counseling), new appointment
- Jimmy Ly (Counseling), new appointment
- **Student Recruitment and Retention Planning Workgroup**
  - Karen Cox (English)
  - Madeline Mueller (Music & Theater Arts)
  - Olga Galvez (DSPS)
  - Katia Fuchs (Math)
  - Amber Straus (Learning Assistance)
  - Lily Ann Villaraza (Philippine Studies)
  - Rosario Villasana (Child Development & Family Studies)
  - Bob McAteer (Photography)
  - Steven Brown (Environmental Horticulture & Floristry)
  - Fanny Law (ESL)
- **PGC Enrollment Management**
  - Ying Liu (Biology), new appointment as an alternate member
  - Fanny Law (ESL), new appointment as an alternate member

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### Future Items

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