



The Academic Senate

CITY COLLEGE OF SAN FRANCISCO

50 Frida Kahlo Way, Box E-202, San Francisco, CA 94112 (415) 239-3611 Fax (415) 452-5115

www.ccsf.edu/academic-senate email: asenate@ccsf.edu

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

CCSF Academic Senate Executive Council Orientation Agenda

Wednesday, 2020 August 19, 2:00-6:00pm

Location: Zoom meeting <https://cccconfer.zoom.us/j/96406746184>

Phone info: +1 669 900 6833 or +1 253 215 8782 * Meeting ID: 964 0674 6184

Digital packet of meeting materials available at: [Meeting Materials](#)
[Preparatory Homework and Resources for Council Members](#)

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

2:00–2:15 –Zoom Protocols and establishing virtual connections

2:15-2:20 – President’s Report – President Hanson will present current College updates

2:20-2:30—Welcome & Introduction of the [2020-2021 Executive Council](#)

2:30–2:45 pm – A discussion of ROLES AND RESPONSIBILITIES AT CCSF. This portion of the meeting will introduce the overall governance structures at CCSF with particular attention to [Role of Academic Senate](#), Collegial Consultation ([BP/ AP2.08](#)), and [Roles, Responsibilities, and Procedures Handbook](#) as it relates to all college constituencies (Students, Classified Staff, Administrators, and Faculty)

2:45-3:00 pm – A discussion of the role of [Program Review](#) and its relation to resource allocation and current [Budget](#) practices.

3-3:15 BREAK --

3:15–3:30 pm – A review of the CCSF Academic Senate [Constitution](#) and [By Laws](#)

3:30-4:00 pm – A discussion of the roles of the Committees, Coordinators, and Liaisons including committees formed by the Academic Senate and the Participatory Governance Council as well as ad hoc workgroups and task forces. Discussion will include faculty’s role in setting the tone and

modeling desired behaviors in terms of working as a group including individual and group responsibilities and empowering the voices of all participants.

4:00-4:15 ZOOM STRETCH AND MOVE ACTIVITY

4:15-4:30 pm – A review of how the Senate aims to conduct our meetings effectively through:

- Parliamentary Procedure
 - o [Brown Act](#)
 - o [Robert's Rules](#)
 - o [Academic Senate's use of Parliamentary Procedures -- Cliff Notes](#)
 - o Purpose and function of Public Comment
 - o Keeping It Collegial and Legal: Governing Documents, Robert's Rules of Order, and the Brown Act ([ASCCC PowerPoint](#))
- How to get Items on the senate agenda
- How to respect all voices within the context of a highly procedural meeting format

4:30- 4:45 pm-- A discussion of how resolutions work and tips for how to write an effective resolution for the Senate, including a review of [Academic Resolutions from past few years](#) for context.

4:45-5:00 -- Summary and Final remarks and Reflection

5:00–5:15 pm—Break for 15 minutes to get drink/food

5:15 to 6:00 pm -- Informal conversation and goal setting for the next academic year. Council will informally discuss what issues are important to the council and the tools needed to effectively address these issues in the coming year.

6:00 pm Adjournment