

**Minutes of the Academic Senate Executive Council**  
**Ocean Campus, Library Room 518**  
**October 8, 2003**

**Council Members Present:**

Rosemary Brinson, Gonzalo Castro-Gonzalez, Dominique Chapuis, Fred Chavaria, Ann Clark, Ophelia Clark, Sunny Clark, Maria Franco, Darrel Hess, Lynda Hirose, Christopher Kox, Joshua Law, Winnie Leong, Madeline Mueller, John Odell, Francine Podenski, Lisa Romano, Louis Schubert, Jane Sneed, Frederick Teti, David Yee

**Council Members Absent:** Shama Hasib, Glenn Nance, Camille Hoffman, Christopher Johnson, Barry Lynch, Pablo Rodriguez, Chris Shaeffer, Elisa Shore

**Guests:** Ted Alfaro, Director, Latino Services Network; David Liggett, Director, Facilities Planning and Construction; Antonio Martinez, Counseling; Muriel Parenteau, DSPS; Leslie Smith, Dean, Governmental Relations/Special Assistant to the Chancellor

**I. Call to Order**

President David Yee called the meeting to order at 2:30 PM.

**II. Adoption of Agenda**

The agenda was adopted.

**III. Approval of September 10, 2003 and September 24, 2003 Minutes**

The September 10, 2003 minutes were approved. The September 24, 2003 minutes were approved as corrected.

**IV. Announcements**

1. The Plenary Session for the Academic Senate for California Community Colleges (ASCCC) will be held in Pasadena Hilton Hotel on October 30, 31 and November 1, 2003. Details may be found at: <http://www.academicssenate.cc.ca.us/>
2. The CCSF Music Department will be presenting a faculty concert on Friday, October 10, 2003. Surveys about the new CCSF Performing Arts Center survey will be available at the concert for your input, or call the Music Department.
3. Version 3 of the Strategic Plan is now available on the Office of Research, Planning, and Grants website: <http://www.academicssenate.cc.ca.us/>

**V. Officers' Reports**

**President Yee:**

1. Administrative Evaluation Cycle and Procedures (new) are in the Executive Council packet, and the evaluations are now underway. Yee will be serving on the committee that will overview all of the evaluations.
2. President Yee reported on the two Listening Sessions for the Shared Governance Review that were held on October 10, 2003, on the John Adams and Ocean Avenue campuses.
3. Note of interest: In 2002, the average age of the students in Credit was 28 years, and Noncredit was 39 years.
4. College Advisory Council will meet in E201 on November 14, 2003.
5. The Academic Senate for California Community Colleges (ASCCC) Area B meeting is scheduled for Friday, October 17, 2003 at Chabot College from 10 AM to 3 PM.

**First Vice President Teti:**

1. The Bylaws of the Academic Senate that are accessible on the Senate website are out of date.
2. The Mathematics Graduation Requirement Equivalency task force is meeting October 9, 2003.

3. Now available and published in City Currents is a new Faculty Governance Interest Form. Faculty are urged to use this mode of communication in order to improve the processing of requests.

**Second Vice President Podenski:**

1. Vice President Francine Podenski is currently involved in updating the copyright form currently at use in the college.
2. Good ideas were expressed at Listening Sessions for the Shared Governance Review.
3. The Teaching and Learning Technology Roundtable (TLTR) meeting discussed the difference between the levels of technical support available at Ocean Campus compared with that available at other campuses.
4. Academic Calendar: The Spring Break is not changing; it will be from April 5 through April 11, 2004.

**VI. Committee Appointments: Teti**

Academic Senate Executive Council approved the following appointments by acclamation:

Distance Learning Subcommittee	Melinda Weil	Astronomy
Basic Skills Subcommittee	Andre Cordova	Counseling
Program Review Committee	Jessica Nelson-Lundy	English

**VII. Unfinished Business**

**Report on Shared Governance Program Review: Yee**

The Research and Planning Dean agreed to a third listening session and informed President Yee of their suggested timeline for the report as follows: data from the surveys are due to be available in November; Academic Senate’s responses should come in early January; a retreat is scheduled in early February; final report to the Board of Trustees presented in March, 2004.

Because the winter break may delay the Academic Senate’s response until later in January, Academic Senate Council suggested that the timeline be extended so that the report will be complete in April, 2003.

**VIII. Enhanced Self Study Recommendation Update: Mueller/Clark**  
(No report)

**IX. Academic Senate Goals: Podenski**

**A. Goal 3: Administrative Structure**

On the question of accountability and structure, the question “Who can Grieve Whom” is a useful guideline.

**X. New Business**

**A. Proposed addition to Standing Rules: Teti**

**2003-10-08-01 (Teti/Podenski) MSU**

Be It Resolved that the Executive Council of the Academic Senate of City College of San Francisco amends its Standing Rules to include the following item:

Standing committee, standing subcommittee, and task force chairs or co-chairs should send meeting agendas to the Shared Governance Office at least 72 hours before the meetings, and they should send approved minutes to the Shared Governance Office within one week of approval of those minutes, for posting on the Shared Governance website. When they do so, they should notify the chair(s) of the parent council, committee or subcommittee.

- B. Report on Latino Services Network:** Alfaro (Director, Latino Services Network)  
Ted Alfaro and Antonio Martinez reported about the Latino Services Network, located in Cloud Hall, Room 365. The network serves and supports all students in CCSF with community building, individual educational plans, priority enrollment, and a place to feel at home on the campus.

**XI. Committee Reports**

**A. Parking:** Parenteau

Muriel Parenteau, DSPS, reported on the parking plans and problems as they are arising from the ongoing construction projects on Ocean Campus. In anticipation of the closure of Lot B, the berm will be removed from the reservoir in summer, 2004. Parking in lots E and F will be reduced while C, D and H stay the same. The Master Plan, extending to 2015, includes the possibility of discontinuance of driving on Cloud Circle and the building of a multistory parking garage.

**B. Grading Policies:** Brinson

Rosemary Brinson suggested that faculty stay informed on the issue of Learning Outcomes as they relate to grading policies now in place.

**XI. Open Forum**

Dean of Governmental Relations, Leslie Smith

We will have a new Governor and next year is expected to be bad. Another mid-year cut is expected and another March on Sacramento is in the planning stages. She suggested a mass art project to show the “123,000 missing students”, those who can no longer afford an education in California.

**XII. Adjournment**

The meeting was adjourned at 5:00 PM.

Respectfully submitted,

Jane Sneed for Glenn Nance, Secretary