

**OFFICIAL MINUTES**  
**ACADEMIC SENATE EXECUTIVE COUNCIL**  
**Ocean Avenue Campus, Room R518**  
**Wednesday, September 1, 2004**  
**2:30-5:00 p.m.**

**Council Members Present:** Loren Bell, Rosemary Brinson, Dominique Chapuis, Ann Clark, Ophelia Clark, Sunny Clark, Mark Fan, Maria Franco, Christopher Greger, Darrel Hess, Lynda Hirose, Joshua Law, David Lisker, Susan Lopez, Madeline Mueller, Glenn Nance, John Odell, Denise Quinn, Pablo Rodriguez, Lisa Romano, Karen Saginor, Jane Sneed, Fred Teti, Pierre Thiry, Melinda Weil, Grace Yu

**Council Members Absent:** Fred Chavaria, Christopher Johnson

**Other Senate Members Present:** Deanna Abma, Karen Cox, Jim Sauve, Sharon Seymour, Mo-Shuet Tam

**Guest:** Bruce Smith

**I. Call to Order**

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

**II. Adoption of Agenda**

Council adopted the agenda by consensus.

**III. Announcements**

**Rosemary Brinson:** Respectfully reminded the Council to talk one person at a time.

**Ophelia Clark:** Reported that 24 boxes of archived material were moved from the bungalow to the new Archives Room in Rosenberg Library. There were many great finds including minutes from late '60s and early '70s.

**Ophelia Clark** is Senate Archivist.

**Glenn Nance** is 5<sup>th</sup> member of Committees on Committees.

**Susan Lopez** is Parliamentarian.

**Mark Fan:** Announced, on behalf of Council member Chavaria, the Program for National Latino Heritage Month. The program starts September 21 and continues through October with the last program on November 4, 2004.

**Madeline Mueller:** Announced opera ticket availability at low cost to faculty. Please contact Madeline if you're interested.

**IV. Approval of Minutes**

**A.** May 12, 2004: Approved by consensus.

**B.** August 18, 2004 (Plenary): Approved by consensus.

## V. Officers' Reports

**President Fred Teti:** Submitted separately.

- 1) Search Committees for two Vice Chancellors, Student Development and Academic Affairs, is on hold.
- 2) Vice Chancellor Griffin has ideas about compressed calendar in order to gain more FTES. This will go before Academic Senate, DCC and AFT2121. Facilities may be an issue. Discussion ensued.
- 3) There may be a plebiscite on changes in our Academic degree. The Academic Senate for California Community Colleges (ASCCC) will vote on the proposed changes in Title V to make Intermediate Algebra a requirement for graduation.

**1<sup>st</sup> Vice President Lisa Romano:** Attended the ASCCC Leadership Institute in summer. Comparatively CCSF is in good shape. Learned about Title V and Ed. Code. Lisa is looking forward to serving as 1<sup>st</sup> VP and will be working on our committee process.

**2<sup>nd</sup> Vice President Sunny Clark:**

- 1) Academic Senate Executive Council Retreat is planned for September 10 with snacks, work, and a dinner of Indian Food.
- 2) She will be reporting on Health and Safety Committees and is working on other safety issues.
- 3) She reported on various projects currently underway.

**Secretary Jane Sneed:** Attended Basic Skills Subcommittee/College Diversity Advisory Committee joint meeting where Chancellor Day presented his paper, *Prospectus for the Academy for Improved Student Success*. The two committees plan to form working groups to work on various aspects of the ideas discussed.

## VI. Unfinished Business

### A. Update on Shared Governance Program Review Recommendations [Teti]

Council previewed Shared Governance Review Recommendations that will go to College Advisory Council.

### B. Report on Accreditation Self-Study [O. Clark and Chorus]

Self Study is well underway. The Standards Group is meeting regularly to deal with Standards under WASC. All subgroups are meeting. Information is online through the [ccsf.edu](http://ccsf.edu) homepage.

**Lopez:** Standard 1: Institutional Mission and Institutional Effectiveness has room for more participants. Specifically needed are volunteers from the campuses.

**Odell:** Standard 4 is about to present findings. All are encouraged to participate. Other methods of feedback besides attending meetings are encouraged. Accreditation process has need for participation from "the Campuses."

### C. Update on Information Competency Working Group Resolution [Teti]

Fred Teti will recommend to the Bipartite Committee that we create an Implementation Group.

## **VII. New Business**

### **A. Update on the Fall 2004 Senate Retreat [S. Clark]**

Reviewed draft Agenda.

### **B. Informational Session: Proposed Written Expression Requirements [Teti / other Senate Members and invited guests]**

**President Teti:** Reviewed State Law, section 55805.5 and 55806, Enhanced Self Study, and Timetable derived from Minutes of AP, and described Bipartite Committee.

**Karen Cox:** Described how students graduate now. Handout: *Proposal for CCSF Graduation Requirement CSU GE Written Composition for Transfer.*

**Sharon Seymour:** Shared information with Council about the current processes and projects underway. Effect of proposed requirement: everyone, English and ESL, will have another course for graduation. ESL will propose a graduation level course to the Curriculum Committee. Discussion ensued.

## **VIII. Committee Reports**

### **A. Curriculum Committee:** New Chair is John Odell. Agenda and Schedule is on the *ccsf.edu* web page.

### **B. Staff Development:** Report by Glenn Nance. No funding is currently available for staff development, neither AB1725 (formerly \$180,000 – \$200,000) nor Academic Senate Faculty Travel (formerly \$50,000). He expressed the desire for an equitable process for disbursing any potential funding available to the College or the Chancellor. Ophelia Clark is still Chair for Faculty Travel.

### **C. Student Prep Success:** Report by Lisa Romano. Committee has one final ESS recommendation that will be coming soon to the Executive Council.

### **D. Planning and Budgeting Council:** Report by Susan Lopez. Read the *Prospectus for the Academy for Improved Student Success*. Reported on the topics of discussion held in the Committee.

## **IX. Open Forum**

Karen Saginor presented the Emergency Plan Handbook and it is deemed to be inadequate for today's needs. It is old, heavily dependent upon administration, approved by Evan Dobelle. Council discussed Homeland Security funding availability. Neighborhood Emergency Response Training (NERT) idea was discussed.

## **X. Adjournment**

Council adjourned at 5 PM.

Respectfully submitted,

Jane Sneed