

Official Minutes of the ACADEMIC SENATE EXECUTIVE COUNCIL

Ocean Avenue Campus, Rosenberg 518

Wednesday, September 29, 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, Christopher Johnson, 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, Denise Quinn

Other Senate Members Present: Deanna Abma, Karen Cox, Sharon Seymour, John Batty-Sylvan, Ellen Wall

Guests: Dean Bruce Smith

I. Call to Order

President called the meeting to order at 2:30 PM

II. Adoption of Agenda

Agenda Approved

III. Approval of September 15, 2004 Minutes

Minutes adopted as written

IV. Announcements

A. Fred Teti distributed written announcements

B. Madeline Mueller announced the CCSF Music and Theatre Arts Departments presentation of Jacques Brel is Alive and Well... and Living in Paris at the Pierre Coste Dining Room. San Francisco Opera tickets are "going fast."

V. Officers' Reports

A. President Fred Teti: distributed written report. The next Board of Trustees meeting, scheduled for John Adams, should be lively because of the Bay Guardian article. At agenda review, it was noticed that the Study Abroad Proposal has not gone through Shared Governance; future proposals will.

B. 1st Vice President Lisa Romano: Last week Lisa met with Lyndon Thomson from Faculty Association of California Community Colleges (FACCC) regarding advertising for an Intellectual Property Workshop to be held on October 15, 2004 at CCSF Arts 215, 1 – 3:30 PM. She attended the Basic Skills Committee where participants broke into groups to discuss the question: *what are the convergences between basic skills and multicultural education?* She attended the AFT2121 meeting

with Senate Officers to discuss consolidation of part time into full time positions; AFT2121 will report to Senate when more is known.

C. 2nd Vice President Sunny Clark: Met with Chief of Police, Carl Koehler

1. She asked about the two private police that were seen at the Downtown Campus. The answer was that, because of the flood that occurred, the SF Fire Department required the District to provide a safety officer for this purpose. The second officer is provided by the management of the construction project while the first floor is redesigned. The District cannot privatize campus police.
2. Regarding faculty indication about criminal activities: the campus police officers are aware and working on this; please discretely call to report suspicious activity to 239-3200 or x3200.
3. Regarding Alemany Campus' ongoing problems, the chief is working with local police officers.
4. Graffiti problem is ongoing; please report as soon as it is noticed so it can be eliminated.
5. Regarding questions about students in white t-shirts who were noisy: they are our student athletes who were being honored with a celebration.
6. Regarding difficulty in accessing off-site locations for classes: CCSF Officers do not work at these off-site locations. Campus officers are never the personnel to open and close facilities; this is a custodial function.
7. Sunny reports that our chief is extremely on top of things.
8. New forms are under development in the Health and Safety Committee for "things that need fixing". For now, use the standard work order form, or the new one when it is ready.

D. Secretary Jane Sneed: Presented the draft of a form that she is working on with the Office of Student Advocacy, Rights and Responsibilities that will simplify the procedure for removal of a student from class in order for the student to see the Dean. Instructors are still required to submit the standard Notice of Instructor's Discipline but may choose to do so after the class/incident.

VI. Committee Appointments [Romano]

Proposed appointments to committees, *Attached*.

Moved: Susan Lopez; Seconded: Karen Saginor; Carried.

VII. Unfinished Business

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

By end of September, the first draft of templates were due. At this time, ten of the eleven substandards are ready for the next level of review. Second draft deadline is due end of October.

B. Vote on Proposed Written Expression Requirement [Teti]

CCSF Written Composition Graduation Requirement

Moved: Ophelia Clark; Seconded: David Lisker.

Resolution 2004.09.29.01

Be it Resolved that the Executive Council of the Academic Senate Council recommend for consideration by the Bipartite Committee on Graduation Requirements (BCGR) that English 96 be the CCSF written composition graduation requirement. When ESL 170 passes Curriculum Committee review, we recommend that it also be considered by BCGR to fulfill the written composition requirement for graduation from CCSF.

Discussion: Ellen Wall, English Department, presented a history of English 96 and its relationship to UCB English courses.

Clarification on Shared Governance Review: (Teti): This matter has gone before Academic Policies Committee.

Clarification on Shared Governance (Dean Bruce Smith): If the Senate so approves, the next event is for the matter to go before the Bipartite Committee.

Question Called: Karen Saginor; carried.

Vote on Resolution 2004.09.29.01 carried.

C. CSU Written Communication Transfer Requirement

Moved: David Lisker; Seconded: Susan Lopez

Discussion: Transfer Degree doesn't go to Bipartite.

Madeline Mueller related history of the issue and expressed the opinion that the effect of this resolution would be to authorize Deanna Abma to negotiate with CSU to phase in changes.

Substitute resolution: Moved: Mueller; Seconded: Karen Saginor.

Resolution 2004.09.29.02

Be it Resolved that the Executive Council of the Academic Senate Council authorize the Articulation Officer to work with CSU Chancellor's office toward changing the CSU transfer requirement to English 1A to facilitate changes in requirements from CSU to transfer.

Question called: John Odell; carried.

Resolution 2004.09.29.02 carried.

D. Retreat Working Groups [S. Clark]

Sunny distributed the lists of the Council Members who signed up on Goals Working Groups, with instructions that they are urged to contact each other, choose at least one goal and its objectives, and to select a chair.

VIII. New Business

A. Disciplines List Change Request [Teti] (see exhibit)

1. Biology Chair Tim Berthold submitted a proposed change for Health Science. The Academic Senate will discuss the proposal during the Month of October and will vote on October 22.

- B. The Academic Senate for California Community Colleges (ASCCC) will present resolutions on Title 5 Graduation Requirements [Teti] (see exhibit). The ASCCC will be voting on changes for Title 5 on both English 1A and for Mathematics Algebra II requirements for graduation. These issues will be on our agenda for discussion during the entire month of October.
- C. Council approval of ESS Recommendation CLL4 [Romano]

Resolution 2004.09.29.03

Be it Resolved that the Executive Council of the Academic Senate Council approve Enhanced Self-Study College Level Learning recommendation 4, Topical Area Student Services Orientation, as recommended by the Student Preparation and Success Committee.

Moved: Lisa Romano; Seconded: Rosemary Brinson. Resolution 2004.09.29.03 carried.

- D. Standing Rules [Teti]

Council approved President Teti's suggested amendments to the Academic Senate Standing Rules.

Resolution 2004.09.29.04

Be it Resolved that the Executive Council of the Academic Senate Council approve that the language for the Standing Rules be changed to read "Simple Majority" rather than "50% + 1".

Be it further Resolved that the 13th item be added: "Committees and subcommittees elect their chairs or co-chairs annually, preferably at the first meeting of each academic year."

Be it finally resolved that advisory footnote #5 be deleted.

Moved: Ophelia Clark; Seconded: Pablo Rodriguez. Resolution 2004.09.29.04 carried.

- E. Resolution on Ending Student Telephone Registration System (STARS) [Sneed]

Jane Sneed moved that council approve discontinuing STARS provided that the District follow its proposed phase-out plan from which College Council had removed language giving certain students priority enrollment.

Moved: Jane Sneed; Seconded: Pierre Thiry.

Moved to Refer the issue about STARS to Academic Policies Committee: Madeline Mueller; Seconded: Susan Lopez. Discussion. Question called: Karen Saginor. Voice vote. Division of the House called by Parliamentarian Susan Lopez. In favor, 21. Motion to call the question carried.

Resolution 2004.09.29.05

Be it Resolved that the Executive Council of the Academic Senate Council refer the issue of the discontinuance of telephone registration to Academic Policies Committee, and then to the Registration/Enrollment Subcommittee.

Resolution 2004.09.29.05 carries.

- F. Update on planned FACCC Intellectual Property Event [A. Clark]

October 15 event will have attorney at this event. AFT2121 is involved with this issue.

- G. Program Review Criteria changes [Gabriner]

Robert Gabriner, Dean of Research and Planning, presented an information session on proposed changes to Accreditation Standards, including Institutional Commitments to learning outcomes. He also discussed the Program Review Self-Study Framework. Robert Gabriner expressed ideas for changes to the Program Review process. He suggested that Program Review should have a reporting chain to the Academic Senate as well as to the Planning and Budgeting Committee.

IX. Committee Reports

A. Academic Policies [Teti]

1. Academic Policies [Teti] Fred has been reelected to be Chair of AP

B. Planning and Budgeting Council [A. Clark, Mueller, Lopez]

1. Some problems with process of disseminating information. Faculty must repeatedly ask for discussion of planning documents to be included on the agenda.

2. Management plan is very informative; the longitudinal report is very interesting.

X. Adjournment

The Academic Senate adjourned with thoughts for Dr. Day's grandson, Tyler David Turcott.

Respectfully submitted,

Jane Sneed