

Official Minutes
ACADEMIC SENATE EXECUTIVE COUNCIL
Ocean Avenue Campus, Arts 303
Wednesday, December 1, 2004

Council Members Present: Loren Bell, Rosemary Brinson, Dominique Chapuis, Fred Chavaria, Sunny Clark, Maria Franco, Darrel Hess, Lynda Hirose, Christopher Johnson, Joshua Law, Winnie Leong, David Lisker, Susan Lopez, Glenn Nance, John Odell, Denise Quinn, Lisa Romano, Karen Saginor, Jane Sneed, Fred Teti, Pierre Thiry, Melinda Weil, Grace Yu

Council Members Absent: Ann Clark, Ophelia Clark, Mark Fan, Christopher Greger, Madeline Mueller, Pablo Rodriguez

Guest: Mark Liu, Executive Committee of the Academic Senate for California Community Colleges (ASCCC)

I. Call to Order

Council meeting was called to order at 2:40 p.m.

II. Adoption of Agenda

Council consented to adopt the agenda as amended.

III. Announcements

- A. **President Fred Teti** distributed a copy of his announcements. Fred Chavaria was welcomed back from his assignment as Interim Director of Latino Services Network (LSN).
- B. **Secretary Jane Sneed** announced that the African American Scholarship Dinner will be in the Pierre Coste Room on Tuesday, 12/7/04.

IV. Approval of November 10, 2004 Minutes

Minutes were approved as reported by the Secretary.

Minutes for the Bipartite Committee on Graduation Requirements were approved as reported by the Secretary.

V. Officers' Reports

President Fred Teti distributed a written report highlighting the meetings and events he had attended. Vivian Calderon is the new Interim Director of the LSN.

ESL 170 has been approved as degree applicable, so the proposed new Written Composition requirement can go forward.

Please browse the Planning and Budgeting Survey website: take the 8-question survey, choose your answers carefully, and use feedback/comments area for your ideas.

VI. Committee Appointments

1st Vice President Lisa Romano distributed a written copy of Shared Governance committee nominees as recommended by the Committee on Committees.

Resolution 2004.12.01.01: Shared Governance Committee Appointments

Resolved, that the shared governance nominees be approved.

Moved Karen Saginor; seconded Pierre Thiry; approved unanimously.

VII. Unfinished Business

- A. Report on Accreditation Self-Study [O. Clark and Chorus]
Susan Lopez noted that the reports for the four standards need to be comprehensive. It is a complex and difficult process since each of the four areas is so far-reaching. The next step in the Self-Study will be the Themes process, so please consider volunteering on these work groups. Please see the Accreditation web site for more details:
<http://www.ccsf.edu/Offices/Administration.html>.
- B. Update on Council Goal Working Groups
Sunny Clark reported that the groups are continuing to work on their areas.
- C. Discussion of Program Review Criteria Changes
President Teti reported that many of the proposed changes would change the work load of the Department Chairs. The Department Chairs authorized the President of the Department Chair Council (DCC) to inform administration that this would pose an undue burden, which she did. The current criteria already mention "Student Learning Outcomes". For the moment the proposed the changes are in abeyance.

VIII. New Business

- A. Report on State Senate Fall 2004 Plenary Session Meeting
ASCCC Treasurer Mark Liu, ESL instructor at Ohlone College addressed Council. The statewide Academic Senate representatives like to visit local senates to see what's going on and for us to share ideas and concerns. He invited CCSF Senate members and the Executive Council to participate in statewide activities, particularly inviting us to the Vocational Institute, Faculty Leadership and the Curriculum Institute. Please visit <http://www.academicssenate.cc.ca.us> for more information.

Discussion topics with Mark Liu included: the approval by the State Chancellor's office of ESL 170 as a graduation requirement; Accreditation Self-Study; California Articulation Number (CAN), the common course numbering system, as written by SB 1415; placement and assessment as it is being discussed at the State level; compressed calendar issues.
- B. Resolution for Senate Member Alisa Messer

Resolution 12.01.04.02: Motion Commending Alisa Messer

Moved: Loren Bell; seconded Rosemary Brinson; approved unanimously

- C. Resolution on Efficiency and Saving Paper
Moved: Jane Sneed; seconded, Sunny Clark.

Discussion and suggestions: a wide distribution e-mail from Human Resources could include an attachment to the job announcement; everyone could get the paper list of job announcements; HR could continue to send all paper job announcements by request.

The proposed resolution was referred to Senate Officers for further discussion with Human Resources.

IX. Committee Reports

Academic Policies heard reports from subcommittees

A. Basic Skills Subcommittee

Ongoing meetings are continuing to discuss issues related to pre-collegiate skills issues.

B. International Education subcommittee

Study Abroad proposals often have short turn-around periods, so let's pilot a system to send proposals by e-mail for feedback and sunshine before the deadline for the proposals to go before the Board.

C. Grading Policies Subcommittee

a. Recommended change from two years to one year for the Academic Renewal waiting period.

b. Continuing to look at course repeatability. The State Chancellor's Office's interpretation of the law is that the grade from the first repetition is the one that counts for GPA. However, the first (and only) passing grade counts for transfer and for the degree.

D. Curriculum Committee

Approved changes to the curriculum handbook. Of three basic changes in the template, one is changing "Objectives" to "Major Learning Outcomes/Objectives." Please see the Curriculum Committee minutes for more information.

E. Student Prep Success Committee

The draft Student Equity Report has been written by Bob Gabriner and is scheduled for approval by the Board in January. Copies are available at the Senate Office.

X. Adjournment

The Executive Council of the Academic Senate adjourned to the Faculty Association Party at 4:21 p.m.

Respectfully submitted,

Jane Sneed, Secretary