

Official Minutes
ACADEMIC SENATE EXECUTIVE COUNCIL
Aleman Campus, Room 103
Wednesday, February 2, 2005
2:30-5:00 p.m.

Council Members Present: Loren Bell, Rosemary Brinson, Dominique Chapuis, Fred Chavaria, Ann Clark, Ophelia Clark, Sunny Clark, Mark Fan, Maria Franco, Darrel Hess, Christopher Johnson, Winnie Leong, 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: Lynda Hirose

- I. Call to Order
Meeting called to order at 2:42 p.m.
- II. Adoption of Agenda
Agenda adopted as written.
- III. Announcements
 - A. President Fred Teti distributed a written copy of his announcements.
 - B. Mark Fan reminded faculty that February is Black History Month and CCSF has planned many great programs and activities.
 - C. Susan Lopez announced that AFT 2121 President Ed Murray is recuperating from an accident.
- IV. Approval of Minutes
 - A. 2005 January 14 (Senate Plenary) minutes approved by consensus
 - B. 2005 January 19 minutes approved as corrected by consensus
- V. Officers' Reports
 - A. President Fred Teti distributed a written copy of his report.
 1. He reminded Council to prepare for the Bipartite Committee on Graduation Requirements by reviewing the G.E. areas.
 2. The Board of Trustees elected Rodel Rodis as President and Dr. Natalie Berg as Vice President.
 - B. 1st Vice President Lisa Romano reported that President Teti, Madeline Mueller, and she met with the co-chairs of Student Prep/Success to review the draft Student Equity report. See New Business, Item B.
 - C. 2nd Vice President Sunny Clark reported that
 1. The Health and Safety Committee is looking into the issue that some people working at the new Mission Campus have reported that they are experiencing allergy symptoms. Their concerns are being taken seriously and an environmental safety firm has been delegated to investigate the concern.
 2. There is a new dog policy for any person with a disability who is with a service animal. If the disability is invisible, other persons on campus have the right to ask for written verification that the dog is a registered special assistance animal. Sunny suggested that faculty call Campus Police at 239-3200 to ask for assistance,

if necessary. Except for assistance dogs, dogs are not allowed on campus at any time.

3. Contact campus police if you are experiencing difficulty at your site during the weekend. Campus police are the only personnel who work "24/7".
4. The traffic near the bookstore on Phelan Avenue has become dangerous to pedestrians. It was suggested that we continue to advocate for a pedestrian overpass.

- D. Secretary Jane Sneed reported that she attended the SFUSD assembly on January 24 with Kathleen White, Teacher Prep Coordinator in the Child Development and Family Studies Department. Because of the No Child Left Behind Act, the paraprofessionals of SFUSD are being required to prove that they are "highly qualified" in order to keep their jobs in 2006. She invited all employees who wish to brush up their basic skills before taking the required examinations, or who wish to earn college credit or an associate's degree, to attend classes at CCSF.

VI. Committee Appointments [Romano]

1st Vice President Lisa Romano wrote on the board the names of the Shared Governance committee nominees as recommended by the Committee on Committees. Discussion ensued regarding appointments of faculty persons either as voting members or resource members of committees, the procedure and policies for limited vs. unlimited committees or subcommittees, and the eligibility of faculty members to serve if they are not in members in departments.

Resolution 2005.02.02.1: Shared Governance Committee Appointments

Resolved, that the shared governance nominees be approved.

Moved, Lisa Romano; seconded, Rosemary Brinson; approved unanimously.

VII. Unfinished Business (3:05)

A. Report on Accreditation Self-Study [O. Clark, S. Lopez]

Susan Lopez reported that the co-chairs will meet tomorrow and the steering committee will meet next week. Ophelia Clark reported that she visited Foothill College where they were discussing the Themes during their Faculty Hour (daily from 12 noon to 1 p.m.).

B. Update on Council Goal Working Groups [S. Clark]

1. Sunny Clark reported that the Communication Group is waiting until Francine Podenski presents her report at the next Council meeting. Susan Lopez reports that Gary Tom was the last known chair of the K-12 Articulation Committee which has not met for several years, reportedly because the mission of the committee was not clearly understood. CCSF has many individual programs working with SFUSD, but there appears to be a need for an administrative-level institutionally-supported process of communication between the two institutions. It is our academic and professional responsibility to convene this committee. The issue was referred to the Academic Policies Committee.

2. Winnie Leong is the chair of the Committees Working Group and reported on those committees that she is investigating. Melinda Weil reports that Attila Gabor has been helpful to her in her inquiries.

C. Update on Chancellor's and Administrators' Evaluations [Teti]

Please encourage your faculty to participate in the Chancellor's evaluation before the deadline.

VIII. New Business

A. Approval of Council Nominations and Election Calendar [Teti]

The draft schedule for the 2005 elections was in the Executive Council packets. Discussion ensued about the rate of participation in the elections and the concern for the rate of spoiled ballots due to incorrect usage of the multi-envelope process.

Resolution 2005.02.02.2: Approval of Election Schedule and Materials

Be it resolved that the election materials, schedule and petitions for the 2005-2006 Executive Council of the Academic Senate be approved.

Moved: Pierre Thiry; seconded, Fred Chavaria; carried unanimously.

B. Consideration of the draft Student Equity Plan [Romano]

Lisa Romano reported that she, Fred Teti and Madeline Mueller met with Sharon Nunley and Josephine Loo to discuss the Student Equity Plan and pointed out some inconsistencies and concerns which will be discussed by the Committee for Student Prep Success and reported to the Office of Research, Planning, and Grants.

C. Clarification of Status of "In Process" ESS Recommendations [O. Clark]

Ophelia Clark handed out the most recent list of the pending Enhanced Self-Study Recommendations. She has been exploring these pending recommendations in response to the Chancellor's Flex-Day speech during which he commented on his perception of the slow progress of these items. Council discussed the status of many of the recommendations. Ophelia Clark and Fred Teti will be updating the list. President Teti informed that Council that Chancellor Day stated to the Senate officers that recommendations and decisions that committees agree upon should be considered on their own merit; the associated funding issues are then discussed in the Planning and Budgeting Council.

IX. Committee Reports (3:50)

A. Academic Policies [Teti]

Three ongoing study abroad programs are going before the Board of Trustees. Although we do not have to approve the proposals, we can discuss at the next Council meeting sending the proposals with our blessings.

B. Curriculum [Odell]

The February 9th Curriculum Committee agenda is now posted on the web with 39 action items scheduled to be reviewed.

C. Staff Development [Nance]

There is a meeting coming up this week. Glenn Nance, a resource member on the committee, reminded us that all AB1725 funding is gone and the Chancellor's office is funding Flex at this point. Currently, Staff Development staff is processing Academic Senate Faculty Travel after Ophelia's review.

D. Student Preparation and Success [Romano]

Student Preparation and Success Committee will meet early February to review the draft of the Student Equity Plan.

E. Planning and Budgeting Council (PBC) [Teti, Lopez]

The Planning and Budgeting System Survey results are in, and Dr. Gabriner reported the results. Susan Lopez reported on the discussion that ensued over the scope and intent of the comments section. The PBC again noted the limited time for studying the document, and also discussed why draft reports sometimes do not consistently reflect the data on which they are based. The PBC will vote on the revised draft at its Tuesday meeting. At the end of her report, Council

applauded Lopez for her work in getting constituency input into the Planning and Budgeting System Survey Report.

- X. Open Forum
- The CalWORKs counselor will be hired through Career Development and Placement Center.
 - Vice Chancellor Griffin is working to have the Language Center faculty be hired through the Foreign Language Department.
 - The Board will discuss the Faculty Hiring Document at its next work session. The Council discussed the issues of diversity in faculty hiring relating to the demographics of students and expressed strong desire to have a diverse pool of applicants. We welcome all opportunities to discuss ways to promote diversity in hiring.
- XI. Adjournment
- We adjourned with best wishes for Ed Murray's speedy recovery.

Respectfully submitted,
Jane Sneed, Academic Senate Secretary