Draft Minutes
ACADEMIC SENATE EXECUTIVE COUNCIL
Ocean Avenue Campus, Rosenberg 518
Wednesday, March 16, 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, Darrel Hess, Lynda Hirose, Christopher Johnson, Joshua Law, Winnie Leong, David Lisker, Susan Lopez, Madeline Mueller, Glenn Nance, John Odell, Pablo Rodriguez, Karen Saginor, Jane Sneed, Fred Teti, Pierre Thiry, Melinda Weil, Grace Yu

Council Members Absent: Maria Franco, Denise Quinn, Lisa Romano

Other Senate Member Present: Ellen Wall

I.   Call to Order
The meeting was called to order at 2:35 p.m.

II. Adoption of Agenda
The agenda was adopted as amended.

III. Announcements
A. President Fred Teti distributed a written copy of his announcements.
1. Registration forms for the Spring Plenary of the Academic Senate for California Community Colleges (ASCCC) is now online at http://www.academicsenate.cc.ca.us .
2. "Ensuring Transfer Success" is a one-day Counselor Institute focusing on transfer issues at UC; register at www.cccco.edu/events/ets/ets.htm.
3. The Accrediting Commission for Community and Junior Colleges is recruiting new members; see www.accjc.org.
B. Grace Yu announced a free concert, Melodies of China, on Friday, March 19, 2005.
C. Joshua Law announced a free concert, World Music Showcase Concert, on Saturday, April 9, 2005.
D. Melinda Weis suggested that announcements be held until the end at open forum. Discussion ensued about the timing of items on the agenda.

IV. Approval of Minutes
A. Bipartite Committee on Graduation Requirements (February 23, 2005)
The Council approved the Senate's understanding of the BCGR minutes.
B. Approval of Minutes
The March 2, 2005 minutes were approved by consensus.

V. Officers' Reports
A. Fred Teti distributed a written report.
1. The Program Review Committee did approve a small change to the Program Review document. This will be on the agenda at the next meeting.
2. Next week, the Academic Policies Committee will look at two ESS recommendations (Skills Across the Curriculum Advisories and Automated Attendance Reporting.)
3. All faculty are encouraged to participate in the **administrator evaluation process.** Call the Senate office, 239-3611, for evaluation forms.
B. 2nd Vice President Sunny Clark announced issues relating to Ocean Avenue campus.
1.   Someone is still setting small fires in hallway trashcans. Please be alert and cautious.
2. There are ongoing questions about guidelines for students who are bringing special assistance dogs, such as emotional support dogs, into the cafeteria.

3. There have been occasions in which some students have become aggressive to cafeteria workers. Please work with the Dean of Student Advocacy, Rights and Responsibilities if your students are having trouble with maintaining acceptable behavior.

VI. Committee Appointments [Teti]

> **Resolution 2005.03.16.1: Shared Governance Committee Appointments**
> Resolved, that the shared governance nominees be approved.
> The council approved the committee members as nominated by the Committee on Committee.
> Moved Karen Saginor; seconded Pablo Rodriguez; approved unanimously.

VII. Unfinished Business (3:05)
A. Report on Accreditation Self-Study [O. Clark, S. Lopez]
   We are continuing to work on the drafts which are due in late March.
B. Update on 2005 Senate Elections [Teti]
   President Teti encouraged those council members who are eligible to run to do so. He reminded faculty that there is no class when CCSF celebrates Cesar Chavez Day on Friday, March 25, 2005, but Saturday classes will be held on April 2.
C. Update on Administrators' Evaluations [Teti]
   So far, there have been 15 requests for evaluation forms; please encourage interested faculty to participate in the evaluations of administrators.

VIII. New Business (3:35)
A. First Reading: ESS Recommendation PRM6 (Failing Students' Registration Policy)
   Council discussed this recommendation that would enable a student to enroll during the registration period in order to repeat a class. It went through Grading Policies and was approved. It was approved by Academic Policies with some reservations because the implementation process was unclear as to who would implement the form.

> **Resolution 2005.03.16.02: Failing Students' Registration Policy**
> Be it Resolved that the Academic Senate approve ESS PRM6.
> Moved, Karen Saginor; seconded, Christopher Johnson.
> Discussion ensued to amend the motion. Susan Lopez moved to expedite the implementation; seconded: Pierre Thierry. Both the mover and the seconder agreed that the motion to expedite is a friendly amendment.
> **The main motion is perfected to read "*as soon as possible*," after "*create a mechanism*" in** *Section 4. Recommended Change.*
> Discussion ensued concerning Department Chair or designee sign-off. It was noted that during summer session, students may experience difficulty in finding a Chair or a Dean to sign the form. There is concern that this recommendation might enable failing students to have priority over new students, with potentially serious consequences for impacted classes. It was also pointed out that the chance to repeat a class while it is still fresh in their minds might enable students to succeed. Also, any delays in enrolling may impact student financial aide. It was explained that this mechanism would remove the block from Web-STARs that prevents students who are enrolled in a course from signing up for the same course.
> The Recommendation was tabled until the April 6, 2005 Council meeting.

IX. Committee Reports (3:50)
A. Academic Policies [Teti, Hirose, Rodriguez]
   AP has not met but will meet before next council meeting. We are looking at two other ESS recommendations. There is a question about the catalog language for the Transfer Degree.
B. Curriculum [Odell]
   The work of the committee continues.
C. Staff Development [Nance]
   The schedule for the Flex calendar for fall 2005 is nearly complete, much earlier than usual. Currently, there is basically no funding for staff development at CCSF. We are able to have flex workshops because of volunteer workshops by faculty members who are willing to share their

knowledge and expertise. Glenn reported that other community college districts are setting aside 1% to 2% of the general budget into Staff development.

Resolution 2005.03.16.03: Funding for Staff Development
Be it Resolved that the Academic Senate support Council member Glenn Nance to work with CCSF administrators to pursue funding for Staff Development.
Moved: David Lister; seconded: Sunny Clark; carried unanimously.

    D. College Advisory Council
       The Council met immediately following last Council meeting Downtown. Francine Podenski reported that there has been a significant increase in the number of Shared Governance minutes submitted for publication to City Currents.
       The Council also recommended that City Currents feature a periodic column dedicated to reports from the Office of Research, Planning and Grants, with one sentence per report and a URL for the electronic version of the report.
    E. Planning and Budgeting Council (PBC) [Teti]
       The PBC elected Fred as note taker. Fred distributed draft minutes from the last PBC. PBC was presented with both an FPAC and a Budget report.
    F. Facilities Review. The next Board meeting will have a special meeting of the Board, hosted by the Facilities Committee. Questions arose about the Board's compliance with the Brown Act since no agenda was posted.

X. Open Forum
    A. Pablo Rodriguez encouraged the council to encourage their students to approve the donation of $1.00 "Student action fee". Discussion ensued regarding potential PAC restrictions; Pablo was encouraged to research the issue with CalSAC.
    B. Ophelia Clark asked that we further discuss the College Performance Indicators. Council discussed the report's definition of pre-collegiate/basic skills and noted that the Title V definition is different. The ASCCC has not yet defined pre-collegiate/basic skills. The Senate must get involved with the definition(s) of pre-collegiate/basic skills. Fred Teti invited Susan Lopez to present to Council about how to use the College Performance Indicators and she responded that she would be delighted to do so at the next Council meeting.
    C. Karen Saginor reported that the CalWORKs Director Diana Verdugo invited faculty interested in participating on the CalWORKs Advisory Committee to please call Diana at the CalWORKs office.
    D. Faculty was encouraged to attend the AFT2121 meeting to vote their choice for paycheck calendar.

XI. Adjournment (5:00)
    The meeting was adjourned at 4:55 p.m.