

Official Minutes
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL
Ocean Avenue Campus, Rosenberg 518
Wednesday, January 31, 2007

Council Members Present: João Barretto, Loren Bell, Monica Bosson, Beth Cataldo, Ophelia Clark, Sunny Clark, Maria Heredia, Christopher Kox, David Lisker, Suzanne Lo, Billington Mbolu, Rodolfo Padilla, Muriel Parenteau, Francine Podenski, Fred Teti, Pierre Thiry, Edgar Torres, Melinda Weil

Council Members Absent: Rosemary Brinson, Fred Chavaria, Mark Fan, Christine Francisco

Other Senate Members Present: Madeline Mueller

I. Call to Order

The Academic Senate Executive Council meeting came to order at 2:35 p.m.

II. Adoption of Agenda

Council adopted the agenda with some modifications.

III. Approval of Minutes

Council approved the minutes of the 13 December 2006 Executive Council Meeting and the 16 January 2007 Plenary Session.

IV. Officers' Reports

- A. President Teti distributed a written report listing various issues, events, and announcements. He attempted to attend the January 3 Orientation for newly-elected Trustee Rizzo but was asked politely to leave; he announced the results of the of the Board's officers election. The College Advisory Council will review Trustee Marks's draft resolution amending the Board Policy Manual. Senate member Mueller explained the history of a similar previous document and the reasons that it had been rejected. Mueller also spoke to the importance of responding appropriately to a negative editorial about CCSF in a recent SF Bay Guardian newspaper. Teti disbursed graduation requirement packets and reminded Council to prepare for the Bipartite Committee on Graduation Requirements.
- B. 2nd Vice President Suzanne Lo announced upcoming ASCCC items of interest, including awards deadlines, the 2007 Plenary Session, the Leadership and Curriculum Institutes, and the California Great Teachers Seminar. She also presented information about upcoming CCSF seminars, talks, and readings.

V. Unfinished Business

A. Goal Groups

Council member Bell reported that the G.E. Graduation Requirements goal group is gathering pertinent information from Dean Ellison and meeting this Friday. Council member Padilla, facilitator of the Enhancing Faculty Diversity goal group, reported on several efforts he has made, including the creation of a website. Effective Senate Communication goal group leader Teti suggested that a "resolutions database" will assist in providing continuity. In response, Council members Podenski, Cataldo, and Padilla offered to help with improving the Senate website.

VI. New Business

A. Discussion: Motion Supporting Chinatown/North Beach (CHNB) Campus Building

Council discussed whether to draft a resolution to ask the Board of Trustees to continue to support the building of the new CHNB Campus. Some neighbors and nearby businesses seek to block the building. Senate members present noted that the Filbert Street lease is up soon, that the Filbert Street building is not accessible, and that the ADA settlement sets a deadline for CCSF to have an accessible Chinatown Campus.

B. First Reading: Draft Administrator Job Descriptions

1. Dean of Contract and Continuing Education

Council registered some concerns about the draft job announcement. These included

- the Contract Education Committee chair is an elected position.
- the need to collaborate with department chairs as appropriate
- the proper name of the “Enrollment Task Force”
- the need for three years experience in instruction or student services

Council generally felt that dean-level positions should require (in the minimum quals) three (not one) years of experience in supervisory management or administration, and educational administrators should have three years of faculty experience.

2. Dean of the Office of Diversity and Student Equity (OD&SE)

All references should be to *student* equity. There should be more clarity on what the programs and units this dean would supervise. Points 2 and 6 of the Major Duties and Responsibilities need to be revisited so that there is no appearance that this dean is able to interfere with faculty primacy regarding course content. All District protected categories must be referenced, not just the few now mentioned.

3. Dean of Registration and Records (formerly Admissions and Records)

Under Desirable Qualifications, point 8 can be removed as three years of faculty experience is to be included under Minimum Qualifications. Points 9 and 12 should be revisited.

Resolution 2007.01.31.01: Dean of Registration and Records

Resolved, that the Academic Senate Executive Council approve this job announcement with the noted changes.

Passed.

4. Associate Dean of Registration and Records, Noncredit (“Associate Registrar”)

Resolution 2007.01.31.02: Associate Dean of Registration and Records, Noncredit

Resolved, that the Academic Senate Executive Council approve this job announcement with the noted changes.

Passed.

5. Council tabled discussion of the remaining job descriptions.

VII. Open Forum

A. Padilla still has copies of the ASCCC Local Senates Handbook.

B. Francine Podenski reviewed the changes proposed by Trustee Marks to the Board Policy Manual and presented the current objections to them. Discussion ensued of the role of the Board.

VIII. Adjournment

Council adjourned at 4:59 pm in memory of Barbara Stewart, and with wishes for Fred Chavaria’s swift recovery.

Respectfully submitted,

Melinda L. Weil, Academic Senate Secretary