

Official Minutes
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL
Downtown Campus, Room 320
Wednesday, February 14, 2007

Council Members Present: João Barretto, Loren Bell, Monica Bosson, Rosemary Brinson, Beth Cataldo, Fred Chavaria, Sunny Clark, Mark Fan, Christine Francisco, Maria Heredia, Suzanne Lo, Rodolfo Padilla, Francine Podenski, Fred Teti, Pierre Thiry, Edgar Torres, Melinda Weil

Council Members Absent: Ophelia Clark, Christopher Kox, Billington Mbolo, Muriel Parenteau,

Council Members Attending Other Shared Governance Meetings: David Lisker

Guests: Dean Steven Glick, Vice Chancellor Don Griffin

I. Call to Order

The Academic Senate Executive Council meeting came to order at 2:43 p.m. Steven Glick, Dean of the Downtown Campus and of the School of Business welcomed us.

II. Adoption of Agenda

Council adopted the agenda.

III. Approval of Minutes

Council approved the minutes of the 31 January 2007 Executive Council Meeting with slight modifications.

IV. Officers' Reports

- A. President Teti distributed a written report listing various issues, events, and announcements. The District will leave the CFO as a dean-level position instead of upgrading it to an Associate Vice Chancellor position. The methods by which purported performance is measured in the 600-page Accountability Reporting for Community Colleges (ARCC) report do not flatter CCSF. Dr. Day has written a protest letter to State Chancellor Drummond; Teti will contact the incoming ASCCC president to ask for state-wide response. Dean Martha Lucey has requested photographs of the 2006 – 07 Executive Council for the Fall 2007 Schedule and the 2007 – 08 Catalog covers.
- B. 2nd Vice President Suzanne Lo announced that the lovely refreshments at Downtown Campus were arranged by former Council member Chris Johnson; we are appreciative of his efforts.

V. Committee Appointments

Resolution 2007.02.14.01: Shared Governance Committee Appointments

Resolved, that the Academic Senate Executive Council approve the shared governance committee appointments, as recommended by the Committee on Committees.

Moved: Francine Podenski; seconded: Suzanne Lo; motion carried.

VI. Unfinished Business

A. Goal Groups

- 1. Enhancing Faculty Diversity
Rodolfo Padilla announced where and when the next meeting is to be held and explained that he encourages an active listening exercise on a fact, feeling, and opinion in order to sunshine issues.
- 2. Effective Senate Communication
Teti proposed an online resolutions database modeled on the ASCCC's.
- 3. Graduation Requirements.

Loren Bell reported. He mentioned that the Math and English Departments are discussing the probable impacts of the imminent Title 5 graduation requirements. The group is discussing such proposals as a process manual, a technical review, and templates for the process and review, a limit of two areas per course, the interpretation of the terms “introductory” and “integrative”, and the appropriateness of topical courses.

B. Motion Supporting CHNB Campus Building

Discussion focused on efforts to encourage the Board of Trustees to engage with supportive neighborhood groups to counteract the reported efforts by interested parties to create neighborhood resistance to the project.

Resolution 2007.02.14.02: Supporting the Chinatown/North Beach Campus Building

Whereas CCSF faculty and students have been anticipating a 30-year dream: a new Chinatown/North Beach Campus (CHNB) building, and

Whereas the District intends to have a CHNB Campus building that is accessible (which the Filbert Street building is not),

Resolved, that the Academic Senate ask the Board of Trustees to continue to move the new CHNB building project forward, and

Resolved, that the Academic Senate urge the Board to seek out and collaborate with neighborhood and other interested groups to bring their voices into the discussion.

Moved: Suzanne Lo; seconded: Monica Bosson; motion carried.

C. Update: Administrator Job Descriptions

Administration agreed to Council-suggested changes to the job announcements for the Dean of Registration and Records and the Associate Dean of Registration and Records, Noncredit. Council has approved the modified announcements (as voted on last meeting). In addition, the job announcement for the Dean of the Office of Diversity and Student Equity has been modified as requested.

Resolution 2007.02.14.03: Dean of the Office of Diversity and Student Equity Job Announcement

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

Moved: Rosemary Brinson; seconded: Francine Podenski; motion carried.

VII. New Business

A. Preparation for the Bipartite Committee on Graduation Requirements

The Bipartite will be held on Wednesday, February 21 at 3:30 in Rosenberg 518. Concerns were expressed about some course submissions. Council members who develop concerns are encouraged to contact the Officers. The Officers will make efforts to advise the relevant department chairs.

B. First Reading: Draft Administrator Job Descriptions

Dean of Admissions, Enrollment, and Matriculation Services:

Dr. Griffin agreed to move the responsibility for budget supervision from the Associate Dean of Enrollment and Matriculation Services to this position's duties.

Resolution 2007.02.14.04: Dean of Admissions, Enrollment, and Matriculation Services Job Announcement

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

Moved: Fred Chavaria; seconded: Maria Heredia; motion carried.

C. First Reading: Proposed New Administrator Positions

1. Associate Dean of Admissions and Recruitment

Dr. Griffin agreed to move Major Duty/Resp. #12 (collaborative outreach) higher in the list.

Resolution 2007.02.14.05: Associate Dean of Admissions and Recruitment Position Creation and Job Announcement

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

Moved: Maria Heredia; seconded: Fred Chavaria; motion carried.

2. Associate Dean of Enrollment and Matriculation Services

A Classified position similar to this administrator position is presently filled by a classified staff member whose job responsibilities have expanded significantly since hiring. This position formalizes that increase. See above for Point 5 (budgets). Changes to the Desirable Qualifications were approved that increase the focus on experience with large, complex budgets. Dr. Griffin expressed appreciation for Teti and the Council's efforts.

Resolution 2007.02.14.06: Associate Dean of Enrollment and Matriculation Services Position and Job Announcement

Resolved, that the Academic Senate Executive Council approve the conversion of the present classified supervisory position to this associate dean position and the related job announcement with the noted changes.

Moved: Sunny Clark; seconded: Francine Podenski; motion carried.

D. Discussion of the Future of R209 and R210

Dr. Griffin addressed the future of the computer laboratories in R209 and R210 in the face of the instatement of the African-American Scholastic Program (AASP) in those rooms. He asserted that he has identified replacement rooms (R414 and Batmale 301) and that they will be fully equipped and available for use previous to the AASP move. Some council members expressed concern about scheduling lab courses and workshops in R414 if the room becomes a computer laboratory.

VIII. Committee Reports

A. College Advisory Council

Teti handed out meeting notes from the last College Advisory Council. Discussion ensued regarding Trustee Marks's proposed changes to the Board Policy Manual.

IX. Adjournment

Council adjourned at 5:06 pm.

Respectfully submitted,

Melinda L. Weil, Academic Senate Secretary