

Official Minutes  
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL  
Ocean Campus, Conlan Hall Room 101  
Wednesday, October 24, 2007

**Council Members Present:** Loren Bell, Beth Cataldo, Michael Estrada, Mark Fan, Christine Francisco, Lynda Hirose, Hal Huntsman, Suzanne Lo, Billington Mbolo, Elliot Osborne, Marie Osborne, Rodolfo Padilla, Muriel Parenteau, Luz Maria Pena, Francine Podenski, Denise Quinn, Lisa Romano, Karen Saginor, Leticia Silva, Jane Sneed, Pierre Thiry, Edgar Torres, Melinda Weil, David Yee

**Council Members Absent:** Carmen Roman-Murray

**Other Senate Members Present:** Monica Bosson, Mary Bravewoman, Rosemary Brinson, Tracy Burt, Fred Chavaria, Patty Chong-Delon, Yolanda Chrystal, Timotha Duane, Cynthia Fong, James Gibson, Donna Hayes, Sue Homer, Loan Huynh, Lancelot Kao, Mary La Mattery, Tore Langmo, Maida Liu, Josephine Loo, Susan Lopez, Cindy Mata, Susana Mayorga, Enrique Mireles, Jennifer Molinari, Madeline Mueller, Glenn Nance, Cynthia Obenchain, Leo Paz, Indiana Quadra, Alvin Randolph, Nadine Rosenthal, Joan Vitorelo, Ellen Wall, Jessica Williams

**I. Call to Order**

The Academic Senate Executive Council came to order at 2:36 p.m.

**II. Adoption of Agenda**

Council adopted the agenda.

**III. Approval of Minutes: 2007 October 10**

Council approved the minutes with an addition.

**IV. Officers' Reports**

- A. President Romano attended a Board of Trustees (BOT) work session on October 11 where the discussion focused on the EIR report in connection with the California Environmental Quality Act (CEQA). The Board also discussed the budget parameters for the Chancellor Search process. Dr. Grier also announced that the 3 Board of Trustees members who will serve on the Chancellor Search Committee are herself, Dr. Natalie Berg, and Milton Marks. Romano summarized the actions of the October 17 Bipartite Meeting. At the October 18 special BOT meeting regarding the Chinatown campus, the Board voted the following way 6 : 1 vote for certification of EIR, 7 for height exemption, 6 : 1 vote for 14-4 story design. Romano attended the ASCCC Area B meeting to prepare for the Fall plenary session in Anaheim next week.
- B. 1<sup>st</sup> Vice President Yee attended the BOT Oct 18 special meeting, the Planning and Budgeting Committee (PBC) meeting and the Basic Skills Initiative (BSI) meeting. The BSI is a statewide effort to address basic skills and ESL needs through: info on effective practices, professional development to examine a college's efforts, and funding to act on the first two items. There are two pools of money: one-time and on-going. The one-time money has a certain time limits for spending it. One part of the one-time money approx \$1.4 million needs to be spent by June 2008. Yee has asked that a process be initiated quickly to allow any department with activities/practices in teaching basic skills courses to apply for this funding. The on-going money has already been allocated. The BSI group, which includes many people from Executive Council, is working on the mandatory report (format, methodology, etc) due back to the state by April 2008. For more information on the BSI, please go to <http://www.cccbbsi.org> Last, The Academic Senate meeting room is now usable for meetings.

**V. Unfinished Business**

- A. Job announcements for:
  1. Associate Senior Counsel for Policy Review

**Resolution 2007.10.24.01: Approval of New Position: Associate Senior Counsel for Policy Review and Analysis:**

**Resolved**, that the Academic Senate Executive Council approve the new position entitled Associate Senior Counsel for Policy Review and Analysis with the understanding that the Dean of Contract Education position is not to be backfilled but that those duties will be assumed by the Dean of the Downtown School of Business; this Associate Senior Counsel for Policy Review and Analysis position is not contemplated should the holder of that position be promoted.

Moved: Weil; seconded: Thiry; motion carried.

2. Vice Chancellor of Student Development

A resolution approving the position was moved by Beth Cataldo and seconded by Christine Francisco. Francine Podenski moved that we amend the resolution to add an item to the Major Duties and Responsibilities list: Jane Sneed seconded. This was accepted as a friendly amendment. Billington Mbolu moved that we add "full-time" to the three years teaching required; Sneed seconded. It was not accepted as a friendly amendment. Michael Estrada moved that we table the amendment and motion issue until time certain, time certain being the November 7 meeting; Marie Osborne seconded; it passed.

3. Dean of Grants/Resource Development

**Resolution 2007.10.24.02: Approval of Upgraded Position: Dean of Grants and Resource Development:**

**Resolved**, that the Academic Senate Executive Council approve the upgraded position entitled Dean of Grants and Resource Development with the understanding that the present Associate Dean of Grants and Resource Development position is not to be backfilled.

Moved: Weil; seconded: Saginor ; motion carried.

4. Associate Vice Chancellor for International Education

**Resolution 2007.10.24.03: Approval of Upgraded Position: Associate Vice Chancellor for International Education:**

**Resolved**, that the Academic Senate Executive Council approve the upgraded position entitled Associate Vice Chancellor for International Education with the understanding that the present Dean position is not be backfilled.

Moved: Yee; seconded: Padilla; motion carried.

5. Director: Alumni, Relation, and Annual Giving

**Resolution 2007.10.24.04: Approval of Position: Director: Alumni, Relation, and Annual Giving:**

**Resolved**, that the Academic Senate Executive Council approve the position entitled Director: Alumni, Relation, and Annual Giving.

Moved: Yee; seconded: Lo; motion carried.

6. Associate Dean of Distance Learning

Yee apprised Council that the wording of the online job announcement for this position has changed from the paper copies Council received. Yee moved that we postpone this issue to time certain; Cataldo seconded. It passed. Council will review the new wording.

**VI. New Business**

A. Discussion: Process for the selection of Committee on Committees (COC)

Huntsman briefly summarized the background of the issue and the intentions today. Susan Lopez noted that, as this is a discussion item, no vote can be taken. Ideas for how to proceed were discussed. Elliot Osborne and Lynda Hirose individually offered suggested processes for nominating the COC; copies were circulated.

Hirose noted that consensus is not necessary in order for action to proceed on Council. It was asked that any other documented suggestions be presented at once so that all could be considered. A document was distributed with information on the California Government Code Section 54950, known as the Brown Act. A document was distributed listing the eligibility requirements for faculty to be appointed to shared government seats. Lopez explained the preferred rules for bringing agenda items forward; Mueller reminded

Council of the wording of the CCSF Academic Senate Constitution. Council was encouraged, as the issue of Article X has now been broached, to work together with respect. Hirose moved to extend the discussion time until 5pm; Edgar Torres seconded. It passed with the two thirds requirement. Specific suggestions on the language of the Hirose suggestion were made. Arguments both for and against specific versions of promptitude were made. A suggestion was made that candidates for the COC present written documentation on their background so that fuller information is available. Romano announced that all further Executive Council meetings will be held on Ocean Campus in order to allow continued expanded attendance. Lancelot Kao asked that documents deriving from this discussion be made available to all senate members.

**VII. Adjournment**

Council adjourned at 5:03.

Respectfully submitted,  
Melinda L. Weil, Academic Senate Secretary