

Official Minutes  
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL  
Ocean Campus, Rosenberg Library Room 518  
Wednesday, March 5, 2008

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

**Council Members Absent:** Denise Quinn

**Other Senate Members Present:** Glenn Nance, Ellen Wall

**I. Call to Order**

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

**II. Adoption of Agenda**

Council adopted the agenda.

**III. Approval of Minutes: February 20, 2008**

Council approved the minutes.

**IV. Officers' Reports**

A. President Romano reported:

- She, with five counselors from CCSF, attended the ASCCC Counseling Faculty Institute, which had about 100 participants including two librarians. A range of breakout sessions occurred.
- Several notable people spoke and excellent refreshments were served at the February 25 gathering honoring Chancellor Day. The Academic Senate proclamation honoring Day was presented.
- At the Bipartite last week, all courses were approved and three resolutions passed. The draft minutes will come before Council for approval on March 19.
- At the last Board of Trustees meeting, nearly 40 faculty members had their tenure approved.
- The next Chancellor Search Committee meeting is on March 18.

**V. Committee Appointments**

Huntsman passed out documents with recommended appointments for shared governance committees and subcommittees. In addition, he distributed the membership list for the Curriculum Committee, including the vacancies, and the standing rules of the Curriculum Committee. Discussion occurred regarding organizing a workgroup to determine a method by which new departments can be placed in the disciplines list; this, for example, determines whether faculty members can apply for a committee when a vacancy for an Area occurs. Encouraging faculty members to apply for, and even attend, committees even when there is no vacancy was suggested; their application will be considered when a vacancy occurs. It was suggested that, when openings occur, strong consideration be given to a faculty member who has been attending committee or subcommittee meetings. Methods by which to improve the transfer of information from committees and subcommittees to the Shared Governance Office were discussed.

**Resolution 2008.03.05.01: Shared Governance Committee Appointments (Limited Membership)**

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

Moved: Weil; seconded: Cataldo; motion carried. Appendix A

**Resolution 2008.03.05.02: Shared Governance Committee Appointments (Unlimited Membership)**

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

Moved: Podenski; seconded: Sneed; motion carried. Appendix A

**VI. Unfinished Business**

**A. Sustainability Plan Part 1**

Parenteau presented concerns about the present version of the Sustainability Plan Part 1. She noted that there is no licensed architect and no stationary engineer on the Sustainability Committee. The Plan calls for facilities to be LEED-certified, which is the Leadership in Energy and Environmental Design certification program for the US Green Building Council and consists of a tiered rating system of Bronze, Silver, and Gold. Concern arose over statements in the Plan which assert achievement within this system in terms of “we will” and “we shall,” which raise issues regarding legal compliance and the possibility of negative public relations response. Language showing an intention to move towards stated achievement levels without legally requiring success was suggested. It is hoped that the college legal system will examine the Plan. A series of benchmarks is presented in the plan; questions regarding their origin, rationale, and methods of testing were raised. In addition, it appears that several drafts of the Plan are now in existence and that it is not clear to all which is the latest; neither is it obvious why this document is receiving strong administrative encouragement to be completed on a rapid timeline, with adoption in June, without consultation with experts. It was noted that the Board of Trustees adopted a sustainability statement years ago and that it should be consulted if the present Plan is intended to be an organizational extension of that statement. In addition, strong concern arose that relevant consultation will again be omitted when landscaping decisions are made as it has been in the present construction efforts. To wit, from a letter to Don Griffin, Interim Chancellor, from the Department Chairperson Council: “Many established landscape elements, including mature trees, at a variety of college sites have been and are being eliminated without consultation with the appropriate donors, grounds staff or, in particular, faculty from the departments of Environmental Horticulture and Biology. Even more disturbing is that thousands of replacement plants, bushes, and trees are, we are told, currently being selected by consultants, again without the professional input of college users. Campus plants which have been a part of classroom assignments for decades have recently disappeared and students now must find and reserve off-campus sites for their required field work. Special gardens, some planted as memorials, requested and nurtured for years by various academic departments, have also been destroyed without notice.” The Plan should include a requirement that consultation with relevant faculty is made.

Saginer moved that we extend the discussion for five minutes; Yee seconded and the motion passed.

The Executive Council of the Academic Senate recommends that the Sustainability Plan Part 1 be reviewed and approved by the Director of Operations and a CCSF licensed architect before it is returned to the Executive Council for consideration. In addition, we recommend that concerns about the Sustainability Plan Part 1 stated by Executive Council members and others be brought to Chancellor Griffin.

**VII. New Business**

**A. Update on Workgroup for Article X of the CCSF Constitution**

Huntsman presented the main topics of the workgroup: a selection process for the COC, diversity and representation on the COC, and the history of the COC. The workgroup expects to produce a document to be used by the Executive Council in subsequent years with recommendations, but not prescriptions, for methods by which to choose the COC. The document will include a history of previous methods used. Council wondered how to determine what constitutes diversity. For example, the most important diversity issue within Council previously was credit versus non-credit issues. The Board of Trustees recognizes 18 diversity areas: heritage, culture, gender, age, lifestyle, race, ethnicity, disability, sexual orientation, ancestry, national origin, religion, marital or domestic partner status, AIDS/HIV status, medical conditions, gender identity, and status as a veteran.

#### B. Discussion of other issues related to Article X of the CCSF Constitution

Huntsman presented three issues that are not within the charge of the Article X Workgroup: 1) what are the eligibility criteria for the COC; 2) is the COC a shared governance committee; 3) does the COC need an agenda and minutes vis a vis the openness of the COC to the public except for personnel matters? Regarding issue 3, some workgroup members think assigning faculty to hiring committees is a personnel matter but recommendation to shared governance committees is not. Council discussed reasons for considering confidentiality issues in various cases. In the present method, those who are not appointed are never notified by the COC. Padilla moved that the discussion be extended by three minutes; Cataldo seconded and the motion passed. How and why people are or are not assigned to committees and subcommittees continued to be the focus.

#### C. Update on the Grow Your Own (GYO) Program

Glenn Nance distributed the GYO faculty-mentor/internship guidelines and the GYO intern agreement. The GYO Program consists of the coordinator and student interns. Department chairs are solicited to review candidates' applications and to choose faculty mentors for the candidates. Upon completion of a successful first semester of learning, student interns may be assigned as a "Teacher of Record." Interns may be paid (\$3600/year) for up to "about three years;" they are expected to return to teach at City College after completing a Masters Degree or minimum qualifications. Funding for the program is frozen for the time being, owing to State economic problems. Questions most often centered on which students are eligible and how the program avoids misuse of the opportunity by student interns who may not benefit the college after internship.

#### D. Update on Scholarship Committee

Ellen Wall announced that the Scholarship Committee is at the "reading point." They have only five groups of three readers each, which averages to about 60 applications each. Readers are needed and Ellen encourages faculty to consider joining and being chair of the committee. Information about the practicalities, requirements and joys of being a reader was given. Next year, a paperless application and reading apparatus is to be implemented.

### VIII. **Open Forum**

Fabio Saniee is submitting to the ASCCC a Revisions to Disciplines List in which a revision to an existing discipline, Biotechnology, is proposed. Specifically, it proposes to make the minimum qualification in Biotechnology less restrictive, changing the faculty hiring criteria to include a "bachelor's degree in the biological sciences with at least 2 years of full time related work experience."

Jane Sneed discussed the College-wide ramifications of the work of the Bipartite Committee in the wake of the poorly-attended February 27 Bipartite Meeting. She urged Council members to take this responsibility seriously.

### IX. **Adjournment**

Council adjourned at 5:00.

Respectfully submitted,  
Melinda L. Weil, Academic Senate Secretary

**Appointments for Committee/Subcommittee  
Academic Senate Meeting  
03/05/08  
(Approved by the Executive Council)**

*Appointments to Committees with Limited Membership*

**Communications (1 vacancy)**

Podenski, Francine          BEMA (reappointment)

**Curriculum (Vacancies: Area E, 2; Area G, 1)**

Gratch-Lindauer, Bonnie    Library (Area G)



*Appointments to Committees with Unlimited Membership*

**Noncredit Issues**

Watson, Valerie    PE

**Scholarship Subcommittee**

Holsten, Matthew    ESL