

Official Minutes  
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL  
Ocean Campus, Rosenberg Library, Room 414  
Wednesday, August 27, 2008

**Council Members Present:** Mary Bravewoman, Steven Brown, Beth Cataldo, Ophelia Clark, Michael Estrada, Nora Goodfriend-Koven, Lynda Hirose, Hal Hunstman, Tore Eldor Langmo, Renato Larin, Suzanne Lo, Madeline Mueller, Elliott Osborne, Marie Osborne, Rodolfo Padilla, Luz Maria Pena, Francine Podenski, Indiana Quadra, Denise Quinn, Maria Rosales-Uribe, Karen Saginor, Leticia Silva, Jane Sneed, Fred Teti, Edgar Torres, Trinh T. Tran, Ellen Wall, David Yee

**Council Members Absent:** Lisa Romano

**Other Senate Members Present:** Julia Bergman, Monica Bosson, George Rush

**Guests:** Associate Vice Chancellor Jim Blomquist, Vice Chancellor Peter Goldstein, Student Trustee Diana Muñoz-Villanueva, Vice Chancellor Alice Murillo

**I. Call to Order**

The Academic Senate Executive Council came to order at 2:32 p.m.

**II. Adoption of Agenda**

Council adopted the agenda.

**III. Approval of Minutes: May 14, 2008**

Council approved the minutes.

**IV. Approval of Minutes: Plenary – August 15, 2008**

Council approved the minutes with a small correction.

**V. Officers' Reports**

**A. President Huntsman reported:**

- Fall Bipartite meeting will be on October 15, 2008 from 3:30 to 5 pm on the Ocean Campus in Arts 303.
- Chancellor Griffin has informed us that Dr. Robinson is taking a fellowship in Southern California and will be at CCSF one day every other week. Jorge Bell will be performing some of the day-to-day duties of the Vice Chancellor for Student Development in Robinson's absence. Rod Santos is performing some of the administrative functions of the Chief of Police. Similarly, Tom Boegel is performing some of the duties of the Dean of Science and Math.
- There are some administrative positions for which CCSF will be hiring soon: Dean of Science and Math; Dean of Instruction/Curriculum/Tenure Review/Faculty Evaluation; Chief of Police
- There will be some administrative positions coming to the Council for approval soon: Associate Dean of Financial Aid, EOPS, and CalWORKS; Chief Technology Officer.
- Huntsman asked for volunteers from among Executive Council members for parliamentarian.
- The Basic Skills Initiative implementation plan will be discussed in Council later this semester. The plan is now available on the web: [www.ccsf.edu/bsi](http://www.ccsf.edu/bsi)

**B. 1<sup>st</sup> Vice President Edgar Torres reported that the interview process for the Senate's new classified support person has started.**

**VI. Unfinished Business**

**A. Resolution on the Proposed Soccer Field: Ellen Wall – Second Reading.**

Wall distributed a draft resolution calling for a delay in the commencement of construction to allow time for further study of the issue. In January 2008, the Facilities Review Committee voted to put construction on hold until January 2009. Wall's resolution would seek an additional delay. Julia Bergman, George Rush and Associate Vice Chancellor Jim Blomquist spoke. Discussion ensued.

**Resolution 2008.08.27.01** Workgroup on Soccer Field issues.

**Resolved**, that President Huntsman convene a workgroup addressing the proposed soccer field, made up of the officers and all interested persons to be held at an openly published time.

Moved: Hirose; seconded: Podenski; motion carried.

## VII. New Business

### A. Executive Council Retreat – Approval of Tentative Date

The Executive Council retreat will be held next Friday, Sept. 5 at 33 Gough Street, from 3 to 7 pm, followed by dinner. Lawrence Wong, President of the Board of Trustees will be invited to address us. All materials will be distributed on CD, with paper used only for handouts needed at the retreat.

### B. Disposal of Election Envelopes (Outer Envelopes, only)

Huntsman showed an example from a large quantity of used, empty envelopes stored at the Senate office from last spring's election. The envelopes show only the Senate's address and no other information. The Council advised him to send them to the election committee for disposal.

### C. Proposal to Create a Naming Policy: Madeline Mueller

The history for the Senate's examination of this issue dates back to Chancellor Dobelle's naming the Louise and Claude Rosenberg Jr. Library. In 1994, the Board of Trustees updated their policy for naming that includes language about observing collegiality. Based on this policy, the Board has been following a collegial procedure developed and approved by the Facilities Review Committee and the Academic Senate to name facilities honoring faculty, but not (as yet) buildings honoring major donors. Mueller has been approached about a collaboration that could suggest language for the Board to use to further define official policy. Once the policy is updated, then a new specific procedure could be written. The Council referred this matter to committee/workgroup, which Huntsman will form by calling for volunteers.

### D. Chief of Police Hiring Committee

The need to hire a Chief of Police as soon as possible was a major finding of the Public Safety Group chaired by Fred Chaveria this past summer. The Committee on Committees has not yet been formed to provide the nomination of three faculty members.

**Resolution 2008.08.27.02** Officers to nominate faculty members for administrative search committee.

**Resolved**, that the Academic Senate Officers will nominate three faculty members to serve on the search committee for the Chief of Police.

Moved: Podenski; seconded: Padilla; motion carried unanimously.

Any faculty member interested in serving should contact Huntsman by Friday, August 29.

### E. Discussion: History and Selection of Committee on Committees

Huntsman distributed a document containing background and history on the Committee on Committees.

**Resolution 2008.08.27.03** Selection of the Committee on Committees.

**Resolved**, that both the approval of a process and the selection of the committee be agendized for September 10<sup>th</sup>.

Moved: Brown; seconded: Lo; motion carried.

#### **F. Discussion: New Senate Website Design?**

Features wanted by Council members:

- Agendas and minutes
- Conduit for faculty members to send messages to the officers
- Links from Executive Council members names to their websites
- Request to serve on a committee form that can be filled in and submitted online
- Online submission for other forms
- Shared governance committee vacancies
- Consistency with College Web design
- Documents made available in PDF format, (easier to implement with a scanner with a feeder.)
- Use existing services instead of building forms from scratch
- Content management

#### **VIII. Adjournment**

Council observed a moment of silence in honor of Austin White, Cecile Dawydiak, and Neyde Azevedo before adjourning at 4:59 pm.

Respectfully submitted,  
Karen Saginor, Academic Senate Secretary