

Official Minutes  
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL  
Wednesday, September 24, 2008  
Ocean Campus, Rosenberg R518

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

**Council Members Absent:** Steven Brown, Madeline Mueller, Marie Osborne, Denise Quinn, Maria Rosales-Uribe

**Other Senate Members Present:** Bob Davis, Rodolfo Padilla

**Guests:** Dean Jorge Bell

**I. Call to Order**

The Academic Senate Executive Council came to order at 2:34 pm

**II. Adoption of Agenda**

Council adopted the agenda with the omission of the only item of new business.

**III. Approval of Minutes: September 10, 2008**

Council approved the minutes with corrections.

**IV. Officers' Reports**

**A. President Huntsman reported:**

- The Student Preparation and Success committee is greatly in need of faculty members.
- The Grading Polices subcommittee has issues that need to be addressed, but no members. Please encourage faculty to volunteer for this much needed work.
- The Senate officers recently met with the administration to discuss adherence to the faculty hiring process as articulated in the faculty hiring document.
- The statewide Academic Senate is offering free professional development workshops under the Basic Skills Initiative. Each regional or statewide meeting will focus on a different topic, such as: Integrating Instruction and Support Services; Theory and Practice; Curriculum Development. Find links to more information on Huntsman's blog at <http://ccsfaspres.wordpress.com> or go directly to <http://www.cccbsi.org/regional-meetings>
- The Public Safety group is continuing to meet. There should be a new Chief of Police hired before the end of the semester.
- Progress is continuing on the faculty ID card. It is expected that the cards will become generally available to faculty at the start of the spring semester. Faculty members who need an ID card before then should contact Gus Goldstein at the AFT 2121 office (585-2121).
- The revised Program Review process will pilot in Spring 09; expect to see templates next month.
- Rodolfo Padilla has resigned from Academic Senate Executive Council for personal reasons.

**B. 1st<sup>d</sup> Vice President Edgar Torres reported that we are very close to completing the hiring process for an office secretary for the Academic Senate.**

**C. 2<sup>nd</sup> Vice President David Yee reported: The College's Technology plan is close to completion. You can find the draft at [www.ccsf.edu/eto](http://www.ccsf.edu/eto).**

**V. Committee Appointments**

**Resolution 2008.09.24.01** Shared Governance Committee Appointments – Unlimited membership

**Resolved**, that the Academic Senate Executive Council approve the appointments to shared governance committees with unlimited membership, as recommended by the Committee on Committees.

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

**Resolution 2008.09.24.02** Shared Governance Committee Appointments – Limited membership

**Resolved**, that the Academic Senate Executive Council approve the appointments to shared governance committees with limited membership, as recommended by the Committee on Committees.

Moved: Lo; seconded: Larin; motion carried unanimously.

## **VI. Unfinished Business**

### **A. Proposal to Create a Naming Policy**

The Council examined a Proposed Replacement for Board [of Trustees] Policy on Memorials and Naming Buildings. Some changes were suggested and it was referred back to committee.

### **B. Board Resolution Regarding Job Applicants with Previous Controlled Substance Convictions.**

The Council examined a resolution that will be coming before the Board of Trustees on September 25. One of its provisions is that a committee will be created to assess whether applicants meet the prescribed standards for consideration. The Council directed Huntsman to convey to the Board that the Academic Senate would like to be consulted about the composition of this committee during the implementation process.

### **C. Proposed Associate Dean Financial Aid, EOPS & CalWORKs Services.**

The Council reviewed draft materials for this proposed position. Dean Jorge Bell was present to provide further information and answer questions. Several suggestions were made, including changing the title of the position to Associate Dean of Financial Aid.

### **D. Basic Skills Initiative Implementation Plan**

- Review of Introduction and Three-to-Five Year Objectives.

Since this is a sizeable document (available at [www.ccsf.edu/bsi](http://www.ccsf.edu/bsi)), the Council will be reviewing it section by section over the next several meetings.

- Review of CTE Program Improvement Coordinator Proposal.

The Council reviewed this proposal and suggested changes.

### **E. Preparation for the Fall Bipartite Meeting (October 15, 3:30 – 5 pm, Arts 303). David Yee.**

The purpose and general process of Bipartite meetings were explained.

## **VII. New Business**

No new business.

## **VIII. Shared Governance Report**

### **A. Curriculum Committee.**

Curriculum Committee Chair Bob Davis presented the list of new courses that have been approved by the Curriculum Committee and that will be going to the Board of Trustees tomorrow evening.

**IX. Adjournment**

Council adjourned at 5:01 pm.

Respectfully submitted,  
Karen Saginor, Academic Senate Secretary

Appendix A  
Committee Appointments:

**Appointments to Committees for Committee/Subcommittee  
Academic Senate Meeting  
09/24/08  
(Approved by the Executive Council)**

*Appointments to Committees with Limited Membership*

**Continuing Education (2 vacancies)**

Carol Fregly                      English

**Graduation Ceremony (3 vacancies)**

Carol Fregly                      English  
Monica Bosson                      English  
Gabriel Saucedo                      Physical Education

*Appointments to Committees with Unlimited Membership*

**Career and Technical Education**

Rodolfo Padilla                      Business  
Carin Zimmerman                      Engineering & Tech  
Pierre Thiry                      Comp Sci/Tech

**Publications**

Tom Blair                      Foreign Lang

**Teaching, Learning & Tech Roundtable (TLTR)**

Barbara Baraff                      Library Services