

Official Minutes
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL
Wednesday, October 22, 2008
Ocean Campus, Rosenberg R518

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, Madeline Mueller, Elliott Osborne, Marie Osborne, Luz Maria Pena, Francine Podenski, Indiana Quadra, Denise Quinn, Lisa Romano, Karen Saginor, Leticia Silva, Jane Sneed, Fred Teti, Edgar Torres, Trinh T. Tran, Ellen Wall, David Yee

Council Members Absent: Suzanne Lo, Maria Rosales-Uribe

Other Senate Members Present: none

Guests: Associate Vice Chancellor Jorge Bell, Kyle Dang, Vice Chancellor Mark Robinson

I. Call to Order

The Academic Senate Executive Council came to order at 2:39 pm.

II. Adoption of Agenda

Council adopted the agenda as amended.

III. Approval of Minutes: October 8, 2008

Council approved the minutes with corrections.

IV. Officers' Reports

A. President Huntsman reported:

- As recent reports show, a remarkable number of San Francisco High School graduates (approximately forty percent) are coming to City College. We should be aware that we have a major impact on the education of San Francisco residents.
- The survey process used last week to get faculty feedback about ID cards has potential for Academic Senate voting for the future, with a goal of increasing participation. Before the process can be used for Senate voting a plan will be developed for resolving access problems, and work must be done to ensure anonymity and security.
- Jorge Bell was appointed Acting Associate Vice Chancellor, Office of the Vice Chancellor for Student Development by the Board of Trustees at their October 16th meeting.
- Election Commissioners will be needed for the Spring Academic Senate Executive Council elections. Contact Huntsman to recommend Senate members for this function. Commissioners must not be running for Council or continuing on Council. Experience and willingness are desirable.
- Huntsman has received several dozen phone calls and emails uniformly supporting Dr. Griffin for Chancellor. Council advised Huntsman to speak to the Board of Trustees in support of Dr. Griffin's candidacy.

B. 2nd Vice President Yee reported that the Planning and Budgeting Council will be turning its attention to changing the College's vision and mission statements. They will survey all employees online with a goal of completing a draft for the Board of Trustees to review in December and approve in January. Academic Senate Executive Council should expect to see the final review draft in December.

C. Secretary Saginor reported that the Soccer Field workgroup met again on October 21st to review the responses from Associate Vice Chancellor Blomquist. The workgroup still has numerous concerns about the flow of pedestrian traffic into and around the field and about the movement of emergency vehicles

between the east and west sides of the campus. A request will be sent to Blomquist to supply additional information and maps for a meeting on November 11 at 2:00, at a place to be determined.

V. Committee Appointments

Resolution 2008.10.22.01 Shared Governance Committee Appointments

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

Moved: Teti; seconded: Wall; motion carried unanimously.

VI. Unfinished Business

A. Proposed Associate Dean of Financial Aid

Bell answered questions and received suggestions for revisions and corrections from the Council.

Resolution 2008.10.22.02 Proposed Associate Dean of Financial Aid

Resolved, that the Academic Senate Executive Council approve (pending funding) the proposed position with the suggested revisions and corrections for Associated Dean of Financial Aid which replaces the Director of CalWORKs position.

Moved Larin; seconded Torres; motion carried.

Council wishes to see the revised and corrected version of the announcement before it goes to Human Resources.

B. Basic Skills Initiative Implementation Plan

i. Review of Section III: Programs and Services

Council reviewed this section.

ii. Review of Coordinator Proposals

Council reviewed the Basic Skill Coordinators positions and suggested changes.

VII. New Business

A. Resolution Honoring Masha Zakheim

Resolution 2008.10.22.03 Resolution Honoring Masha Zakheim

Whereas, Masha Zakheim taught in the Humanities program at City College of San Francisco for twenty five years from 1966 to 1991;

Whereas, for many years Masha Zakheim helped keep Pan American Unity, the Diego Rivera mural at City College, in the public's eye by conducting tours and by publishing the book *Diego Rivera* in San Francisco in 1998;

Whereas, Masha Zakheim in 1983 published the book *Coit Tower, San Francisco, Its Art and History* on the fiftieth anniversary of the Tower. Her father Bernard Zakheim was one of the original twenty six Coit Tower muralists and in the early 1930's a friend of Rivera's;

Whereas, Volcano Press is issuing a new edition of the Coit Tower book to commemorate the 75th anniversary of the Tower, where Masha Zakheim gave weekly tours for over twenty years under the auspices of her company Articulate Art;

Resolved, that the Academic Senate of City College of San Francisco congratulate Masha Zakheim for her professional work, which brought honor to City College in bringing attention to the College's treasure *Pan American Unity* and for her scholarly efforts in capturing the stories of her native city, San Francisco.

Moved Teti, seconded Podenski; motion carried unanimously.

B. Report on the progress of the Program Review process – Francine Podenski.

The Program Review committee will meet (for the first time in years) on Tuesday, October 28 from 3-5 pm in E200. The administration is proposing that every department conduct some program review activities annually, and also conduct a more extensive review every six years. The Department Chairperson Council is proposing that there be a pilot annual review process this spring, followed by an assessment of the pilot process. The DCC recommends that the process utilize short, fill-in-the-blank forms, and that the finished annual reports would be reviewed by a Program Review Subcommittee at the Division level and that summary information for the reports would be taken to the planning and budgeting process. There needs to be some agreement in place by the end of the fall semester about what form of Program Review will be started in the Spring semester.

C. Discussion: Draft of the CCSF Technology Plan – David Yee.

Council started a review of the draft CCSF Technology Plan. In its current form it consists of five separate areas. Council expressed the view that this plan is a good first draft, but that it does not yet meet the needs of the College for an integrated plan to optimize resources. There is no mention of user needs surveys and it contains many redundancies and inefficiencies. This draft will be going back to Academic Policies Committee (AP) and the Technology, Teaching and Learning Roundtable (TLTR).

VIII. 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
10/22/08
(Approved by the Executive Council)**

Appointments to Committees with Limited Membership

Student Prep/Success (3 vacancies)
Jennifer Sykora DSPS

Appointments to Committees with Unlimited Membership

International Education
Isabell Motamedi Foreign Languages