

Minutes
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL
Wednesday, August 26, 2009
Ocean Campus, ARTS 303

Council Members Present:

Mary Bravewoman, Steven Brown, Beth Cataldo, Bob Davis, Christine Francisco, Beth Freedman, Nora Goodfriend-Koven, Lynda Hirose, Matthew Holsten, Hal Huntsman, Carmen Lamha, Tore Eldor Langmo, Renato Larin, Susan Lopez, Enrique Mireles, Elliott Osborne, Francine Podenski, Indiana Quadra, Maria Rosales-Uribe, Bill Shields, Jane Sneed, Fred Teti, Ardel Thomas, Edgar Torres, Trinh T. Tran, Ellen Wall, Carlos Webster, David Yee

Council Members Absent: Glenn Nance

Guests: Katherine Gelardi

I. Call to Order

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

II. Adoption of Agenda

Council adopted the agenda.

III. Approval of Minutes: May 13, 2009

Council approved the minutes of May 13 with no corrections.

IV. Officers' Reports

A. President Hal Huntsman:

- Reported that Roland Montemayor together with the Scholarship Committee is reorganizing the scholarship office.
- Reported that Carl Jew is working on a new credit matriculation program plan, which will come through the Student Prep Success Committee. It will then come to the Executive Council.
- Suggested that the Council members respond to the Mission Vision Statement survey, which is posted online. The opportunity for feedback will end on August 31.
- Informed the Council that the Institutional Plan approved at the last Planning and Budgeting Committee (PBC) meeting is going to the Board for final approval.
- Distributed a timetable for the Strategic Plan, which has a completion goal of May 2010.
- Distributed an estimated 2009-2010 budget, reflecting that the overall deficit currently is zero according to a document received at the last Board meeting. There are estimates of \$9 and \$11 million deficits for the following two years.
- Encouraged participation from all the Council's members in discussions.

1st Vice President Edgar Torres reported about last week's article in *Insider Higher Education* called "The Anatomy of a Poor Hire," and the implications for CCSF.

2nd Vice President Elliott Osborne reported about the upcoming Academic Senate retreat. It will be on Friday, September 11 on the Mission Campus from 2:45-6:15 pm, room 106.

V. Committee Appointments

No committee appointments were made because the Committee on Committee (COC) has not been selected yet.

VI. Unfinished Business

A. First Reading: Proposed Process for Obtaining Authorization to use the CCSF Trade Marks while Working with Outside Vendors.

The Executive Council discussed the document concerning the approval process for the use of CCSF Trade Marks and considered revisions to it and a resolution. This issue was deferred until the next meeting of the Executive Council.

VII. New Business

- A. Approval of Executive Council Meeting Dates and Times.
Council adopted the proposed meeting dates and times as amended.
- B. Discussion: History and Selection of the Committee on Committees (COC).
COC takes applications and makes recommendations to the Academic Senate Executive Council for appointment of faculty on each Shared Governance committee. It also recommends faculty for Administrator search committees. The Academic Senate President is on the Committee along with four other faculty. Each year, each Council decides how it will select the COC. The Council will determine the selection process at the next meeting and will then select members for the 2009-2010 COC.
- C. Appointing Senate Parliamentarian.

Resolution 2009.08.26.01 Academic Senate Parliamentarian Appointments.

Resolved, that the Academic Senate Executive Council appoint Fred Teti as the primary 2009-2010 Academic Senate Parliamentarian. Susan Lopez will serve as the secondary Parliamentarian in case Teti is not present.

Moved: Brown; seconded: Cataldo; motion carried.

- D. Update on Basic Skills Initiative – Beth Cataldo.
The Basic Skills Ad Hoc Coordinating Committee has met two times since the beginning of the semester. It has 10 faculty members with wide representation from throughout the college but is still looking for members from Student Services. Basic Skills conferences are being offered throughout the fall. The committee met with Chancellor Griffin, Peter Goldstein and John Bilmont on August 24 to discuss the Basic Skills budget for 2009-2010. The committee is meeting again on August 31 to further discuss how to best target Basic Skills dollars in difficult times.
- E. Discussion: Student Learning Outcomes, Student Success, and Accreditation.
The Council discussed the letter that CCSF received from the Western Association of Schools and Colleges (WASC) accrediting commission this past June that requires CCSF to submit a follow-up report that addresses deficiencies in Student Learning Outcomes (SLOs). The Council detailed the various ways that CCSF has institutionalized SLOs, including Program Review and all course outlines. The letter did not make it clear the precise problem with SLOs at CCSF. An informal working group will meet to investigate the issues discussed and come back to Council with some recommendations.

Open Forum

There was no Open Forum.

VIII. Adjournment

Council adjourned at 4:56 pm.

Respectfully submitted,
Beth Cataldo, Academic Senate Secretary