

Minutes  
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL  
Wednesday, May 5, 2010  
Ocean Campus, Rosenberg 518

**Council Members Present:**

Mary Bravewoman, Steven Brown, 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, Glenn Nance, Francine Podenski, Indiana Quadra, Maria Rosales-Uribe, Bill Shields, Jane Sneed, Fred Teti, Ardel Thomas, Edgar Torres, Trinh Tran, Ellen Wall, Carlos Webster

**Council Members Absent:**

Beth Cataldo, Bob Davis, David Yee

**Other Senate Members Present:**

Monica Bosson, Larry Damato, Cynthia Dewar, Karen Saginor, Barbara Scrafford

**Guest:**

Deanna Abma, Katie Gelardi

**I. Call to Order**

The Academic Senate Executive Council came to order at 2:45 pm.

**II. Adoption of Agenda**

Council adopted the agenda, with amendment.

**III. Officers' Reports**

A. President Huntsman distributed a written report (Appendix A). In addition, Huntsman reported that the use of the faculty listserv would be on the next agenda.

B. 1st Vice President Edgar Torres reported on the workgroup on the committee appointment schedule and solicited further input about the issue from the Council.

C. 2<sup>nd</sup> Vice President Elliott Osborne reported that he has explored the constitution on the interaction between the Council and Special Academic Senate meetings. We may want to clarify this relationship in the future.

**IV. Committee Appointments**

**Resolution 2010.05.05.01** 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 (see Appendix B).

**V. Unfinished Business**

**A. Proposed Administrative Reorganization: Role of the Educational Technology Office**

Cynthia Dewar and Carmen Lamha addressed the Council about the importance of the Education Technology Office (ETO) and gave a description of the various work done there. They also spoke to the need for long term support for the office, since the number of students served there continues to increase and should continue to in the future. The Council expressed support for the ETO.

**B. Update: Student Equity and Achievement Gap**

Huntsman reported that the Chancellor’s plan is available on the Senate website and that the Chancellor would be forming a broad-based taskforce to address the achievement gap before the semester ends. Council members expressed concern that any initiatives coming from the taskforce should receive appropriate shared governance review.

**C. Update: College Budget and Priorities – David Yee**

Yee was unable to be at the meeting. Huntsman distributed the amended version of the Board of Trustees budgetary priorities for the next year. Council discussed the seriousness of the fiscal environment, which continues to be severe for at least the next two years. The Governor’s May revision of the state budget should be out May 14.

**D. Proposed Changes to Board Policy Dated March 3, P1 – P7**

Council discussed the proposed policies and made recommendations for changes, which Huntsman will pass on to the Board.

**VI. New Business**

**A. Proposed Interim Dean of Student Affairs Position**

Council affirmed the importance of this position and made a small recommendation for changing the job description.

**Resolution 2010.05.05.02** Interim Dean of Student Affairs Position

**Resolved**, that the Academic Senate Executive Council approve the proposed Interim Dean of Student Affairs Position, with recommendations for changes.

**B. Report: Student Equity at the Statewide Academic Senate Plenary**

A printed report from the statewide plenary was distributed and, because Yee was absent, the report was tabled till next meeting.

**C. Minutes from the March 23, 2010 Meeting**

After significant discussion, the Council tabled this item till next meeting.

**D. Discussion: AB 1440 and “Transfer” Associate Degrees – Larry Damato, Deanna Abma**

The Council heard a report, including a written summary of currently proposed legislation (see Appendix C) from Damato and Abma on pending legislation and its potential impact on City College and its students. Council members asked several clarifying questions and expressed concern and support.

**Resolution 2010.05.05.03** On Transfer Associate Degrees

**Resolved**, that the Academic Senate Executive Council supports the concept of transfer associate degrees.

Approved with one abstention.

**VII. Open Forum**

Katie Gelardi, Vice President of the Downtown Campus Associated Students, expressed appreciation for the Council’s support and advocacy during the recent Associated Students’ elections.

**VIII. Adjournment**

Council adjourned at 5:07 pm.

Respectfully submitted,  
Ardel Thomas

## Appendix A

### President's Report 5/5/10

(Not necessarily in order of importance)

1. “Or the equivalent” in Administrators’ Job Descriptions

As directed by the Council at the last meeting, I worked toward setting up a meeting with Clara Starr, Human Resources Director, to discuss eliminating the “or the equivalent” language for faculty experience in administrators’ job descriptions. During my conversation with Cara, she explained that the Administrative Hiring Document (download it at: <http://www.ccsf.edu/NEW/ccsf/en/about-city-college/shared-governance/academic-senate/documentsandforms.html>) includes the following language:

”All administrators in the Office of Instruction must have in addition to State minimum qualifications the local minimum qualification of three years of teaching experience (*or the equivalent*) in an accredited postsecondary institution. All administrators in the Office of Student Services must have in addition to State minimum qualifications the local minimum qualification of three years of faculty experience in Student Services or Instruction (*or the equivalent*) in an accredited post-secondary Institution” (Section 1.3, emphasis added). Given this information, I postponed a meeting with Human Resources until further directed by the Council.

2. Honorary Degrees

The Board voted to confer honorary degrees on former CCSF students who were unjustly incarcerated during World War II because they were of Japanese descent. I conveyed the language changes we requested on the degrees to both the Chancellor and the Dean of Admissions and Records.

3. Student Elections Update

Again, as directed by the Council, I investigated the possible disenfranchisement of a significant number of students during their recent Student Trustee election. As far as I can tell, the decision to use online voting only for the Trustee was made unilaterally by the Interim Dean of Student Activities for ecological and convenience reasons. I joined student leaders to protest this decision at the Chancellor level, but the decision was made to do all they could to provide electronic resources to all campuses rather than a paper ballot option. There are allegations of other inappropriate behavior in this student election, calling the entire process into question. I’ll keep you informed as that develops.

4. Congratulations to Council Members David Yee and Ms. Bob Davis!

- Ms. Bob has been appointed Interim Dean of Liberal Arts and the Castro/Valencia Campus.
- David has been appointed Interim Dean of Science and Mathematics.

5. Other Administrative Appointments

- Fred Chavaria as Interim Dean, School of Behavioral and Social Science
- Minh Hoa Ta as Interim Dean, Faculty Support Services, Course/Room Scheduling
- Rose Marie Roberson as Interim Dean, International Education and Retention Programs
- Phyllis McGuire as Associate Vice Chancellor of Workforce & Economic Development

& Grants, now reporting to the Vice Chancellor of Policy and Research (a currently vacant position)

- Terrance Hall as Dean of John Adams Campus and the School of Health and Physical Education.

6. Budget Crisis

Yesterday, in conversations with the Senate officers and the Planning and Budgeting Council, the Chancellor stressed, yet again, the seriousness of our current fiscal situation. We are again looking at millions of dollars of short fall for the coming year. We must continue to tighten our belts and to advocate at the state level for increased funding. I cannot overemphasize the seriousness of the issue. Jobs and salaries are at risk. We must all continue to do whatever we can to save money, while serving our students and maintaining a collegial environment. Working together, we will pull through and see better days in the future.

7. Academic Senate Elections

We had a near record 611 votes cast in the recently completed election. We can still do better in terms of voter turn out, but our record of improved participation in recent years has been excellent. Thanks to all that ran and voted. Special thanks to our Election Commissioners, Fred Chavaria, Ophelia Clark, and Chris Shaeffer, along with our Senate assistant, Antonio Trink. They worked hard through the election and deserve our appreciation.

**Appendix B**

**Appointments for Committee/Subcommittee  
Academic Senate Meeting  
5/5/10**

**(Approved by the Executive Council)**

*Appointments to Committees with Limited Membership*

**Curriculum**

<b>Name</b>	<b>Department</b>	<b>Credit/NC</b>	<b>Campus</b>
<b>New Faculty</b>			
Misha Antonich	BEMA (D)	C	O
Robert Lutz	Behav. Sciences (A)	C	O
Muriel Meunier- Fiebelkorn	Child Develop (E)	C/NC	JAD
<b>Resource</b>			
Kitty Moriwaki	ESL (C)	C	O

**Facilities Review**

<b>Name</b>	<b>Department</b>	<b>Credit/NC</b>	<b>Campus</b>
<b>New Faculty</b>			
Suzanne Pugh	Art	C	O
<b>Resource</b>			
Cynthia Dewar	Special Assign. English	C	O
Don Santos	Art	C	O

**Student Prep Success**

<b>Name</b>	<b>Department</b>	<b>Credit/NC</b>	<b>Campus</b>
<b>Resource</b>			
Ellen Wall	English	C	O