

Official Minutes  
**CCSF ACADEMIC SENATE EXECUTIVE COUNCIL**  
Wednesday, August 25, 2010  
Ocean Campus, Art 303

**Council Members Present:** Thomas Blair, Steven Brown, Venette Cook, Beth Ericson, Christine Francisco, Beth Freedman, Matthew Holsten, Hal Huntsman, Lancelot Kao, Suzanne Lo, Enrique Mireles, Madeline Mueller, Elliott Osborne, Indiana Quadra, Maria Rosales-Uribe, Karen Saginor, Louis Schubert, Jane Sneed, Fred Teti, Ellen Wall, Carlos Webster, Kim Wise

**Council Members Absent:** Mary Bravewoman, Glen Nance, Diana Verdugo

**Other Senate Members Present:** Monica Bosson, Ophelia Clark, Robert Fitch, Ray Gamba,

**Guests:** Chief Andre Barnes, Katie Gelardi, Victor Ngoi,

**I. Call to Order**

The Academic Senate Executive Council came to order at 2:40 pm.

**II. Adoption of Agenda**

Council adopted the agenda.

**III. Approval of Minutes:**

Council approved the minutes of May 19, 2010, with corrections and also approved the Plenary minutes of August 13, 2010, with corrections.

**IV. Public Comment**

Chief Andre Barnes of CCSF District Police spoke about his commitment to safety on campus. He added reminders about parking on campus, asking faculty to be careful to display current parking permits and to follow up on any parking violations within three days. Although current staffing is limited, safety for all remains a high priority for the CCSF Police.

**V. Officers' Reports**

**President Saginor reported that:**

- At a Board committee meeting this summer, some Trustees mentioned an existing policy requiring that Shared Governance complete review with 60 days. A written record of this policy has not been found in the Senate office or online. President Saginor has asked the Chancellor in writing for clarification. The Chancellor was not aware of such a policy and will follow up with the Trustees.
- Draft Board Policy 3050 Institutional Code of Ethics is on the agenda for Board of Trustees meeting for Thursday, August 26. The Executive Council had addressed this policy on March 17, 2010, and recommended that the Board not approve it. Saginor will remind the Board of this recommendation, and give them our reasons in writing. If the Board decides to approve this policy contrary to the recommendation, Saginor will request the Board to give a written explanation.

- Faculty are encouraged to attend the fundraiser Giants/Brewers game on Friday, September 17 in order to benefit students, although it regrettably falls on Yom Kippur.
- In upcoming meetings, there will be much business to conduct and limited time. Speakers will be held to a three, or at times, two-minute time limit. Robert's Rules will be followed and council members are asked not to enter into personal disagreement. Facts and issues in the content of speaker's statement will be focused on, with little attention to speaker's identity. Robert's Rules will be more fully discussed at the retreat.

**1<sup>st</sup> Vice President Wise reported that:**

- Email will be sent out requesting participation in committees which have current vacancies. She requests participation from the Council and all interested faculty.

**2<sup>nd</sup> Vice President Teti reported that:**

- The Academic Senate Retreat will be at 31 Gough on September 1<sup>st</sup>. He requested that food needs and expected attendance be indicated on sign-up sheet.
- Volunteers are needed for By-Laws Work Group. The group will look at the department list in Article I, and the plenary session guidelines in Article II. Copies of the By-Laws will be given out at the Retreat.

**Secretary Cook reported that:**

- Since the Civic Center Campus will host the September 8 Executive Council, carpooling and riding BART are recommended. There is limited parking in two campus lots.

**VI. Unfinished Business**

**A. Executive Council Meeting Dates and Times**

The Council discussed meeting conflicts and holiday calendar conflicts. A request was made for officers' reports to be at the end of meetings which immediately precede holidays, so that votes may be taken early during meetings permitting Council members to attend, but leave early for holidays.

**Resolution 2010.08.25.01:** Resolution to Adopt Calendar of Meeting Dates and Times.

**Resolved,** that the Academic Senate adopt the Calendar of Meeting Dates and Times as proposed by the officers and currently displayed on the Senate's website.

**Moved:** Steven Brown; **Seconded:** Louis Schubert; Motion carried unanimously.

**B. Discussion of the Establishment of an Electronic Email List for College Discussion**

The Council discussed a draft resolution to create an electronic forum for faculty discussion of issues. Also, concerns with the Sunshine Policy and the Brown Act were discussed. Council members Venette Cook, Lancelot Kao and Louis Schubert volunteered to work with Dean of Education Technology, Tom Boegel and report back to the Council.

**C. Proposed changes to Board of Trustees policies regarding campaign contributions, nepotism, delegations of authority to the Chancellor, Board elections and other matters.**

The Council discussed upcoming revisions of the Board's Policy Manual. Discussion had been tabled at May 19, 2010 meeting. The Council asked for the possibility of strike through documents so that proposed changes will be more clearly reviewed. The President asked

Council members to review documents and send comments via email for discussion at later Council meeting and to be mindful of Brown Act.

## **VII. New Business**

### **A. Appointment of Senate Parliamentarian**

Susan Lopez agreed to serve as Parliamentarian after making a brief statement about her previous service in this role. Moved: Fred Teti; Seconded Ellen Wall; Motion carried unanimously.

### **B. Discussion: History and Selection of the Committee on Committees**

The President summarized the history and two methods for choosing the Committee on Committees. Moved to choose method called "One by One": Christine Francisco; Seconded Maria Rosales-Uribe. After discussion of open committee meetings, role of Officers, greater involvement and breadth of experience, motion passed: 11 in favor; 5 opposed; 4 abstentions. Election for Committee on Committees will be agendaized for the September 8 meeting. Interested members should prepare a one minute position statement

### **C. CCSF Strategic Plan**

Chair of Behavioral Sciences Ray Gamba and Ophelia Clark, Business Department, presented information, encouraged Council to read reports published online thoroughly, and led a discussion of the Strategic Plan, which is a 6-year process. Comments, concerns and ideas should be emailed to Pam Mery, Ophelia Clark or Ray Gamba. The current draft will be discussed further at future Academic Senate meetings.

### **D. Sunshine Policy**

The Council discussed the Board documents as presented, and found that it did not represent the earlier work of Francine Podenski, John Rizzo and others. Numerous questions were posed about the feasibility of following outlined policies. Council expressed grave concerns about the numerous editing errors and a general lack of factual and procedural awareness of the City College community. President Saginor reported she would present concerns at the next Board meeting and she encouraged Council members to attend that meeting.

## **VIII. Open Forum**

- Questions were posed about the new Dean of Legal Affairs. President Saginor reported the Chancellor is writing a job description.
- The Performing Arts Center is still considered to be in progress, but with no definite plans for completion due to Sacramento budget.
- Some Council members suggested that we hold meetings at centrally-located Gough Street but others expressed concerns about parking and room availability.
- Opera tickets are available to faculty for a reduced price. Contact Madeleine Mueller.

## **IX. Adjournment**

Council adjourned at 5 p.m.

Respectfully submitted,  
Venette Cook, Academic Senate Secretary  
8/30/2010