

Official Minutes
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL
Wednesday, September 8, 2010
Civic Center Campus, Room 102

Council Members Present: Thomas Blair, Mary Bravewoman, Steven Brown, Venette Cook, Beth Ericson, Christine Francisco, Matthew Holsten, Hal Huntsman, Suzanne Lo, Enrique Mireles, Madeline Mueller, Elliott Osborne, Maria Rosales-Uribe, Karen Saginor, Louis Schubert, Jane Sneed, Fred Teti, Ellen Wall, Diana Verdugo,

Council Members Absent: Beth Freedman, Lancelot Kao, Glen Nance, Indiana Quadra, Carlos Webster, Kim Wise

Other Senate Members Present:

Guests: Vice Chancellor Alice Murillo

I. Call to Order

The Academic Senate Executive Council came to order at 2:36 p.m.

II. Adoption of Agenda

Council adopted the agenda with amendments: Madeleine Mueller moved to amend the agenda to postpone the vote for members to the Committee on Committees for two weeks. Hal Huntsman seconded. Vote to adopt the agenda as amended passed unanimously.

III. Approval of Minutes: August 25, 2010 and March 3, 2010

Council unanimously approved the minutes of August 25, 2010, and March 3, 2010, with corrections.

IV. Public Comment

President Saginor suggested this portion of Council meetings will encourage participation and an exchange of information.

V. Unfinished Business

A. CCSF Strategic Plan

President Saginor opened a detailed discussion of the draft plan, which is due to come before Board of Trustees this fall. Council suggested sending written comments to more than one team member. Council read and suggested changes in pages 1-3 of the Strategic Plan. 2nd VP Teti will write a version incorporating those suggestions. Council members were asked to prepare to discuss pages 4-6 at the next Council meeting on September 22.

B. Proposed changes to Board of Trustees policies

Discussion was postponed until next meeting since the policy was not on the Board agenda in September. Saginor requested volunteers review documents closely.

VI. New Business

A. Accreditation:

Saginor urged that Council members serve on Accreditation subcommittees, and also encourage colleagues to do so as well. Accreditation standards will be divided into parts, and work groups will write findings for specific parts. A suggestion was made that the State Academic Senate may have useful and cost effective resources to streamline the process. The draft is due to the WASC Accreditation team on December 19, 2011, and Saginor will present a more detailed timeline at the next Council meeting.

B. Program Review:

Vice Chancellor Murillo presented timelines, templates, and goals for annual Program Review. Simplified forms will result in earlier completion of data so that the Planning and Budgeting Council and department chairs can begin to develop budget recommendations. In this way, decisions and recommendations can be made to the Board of Trustees and Chancellor in May before the close of the academic year. Council members requested that the Vice Chancellor provide incentive for careful completion of review. Suggestions for careful completion were offered, such as highlighting common errors in reviews, as well as

posting/making available exemplary program reviews. Dr. Murillo said examples would be posted and also requested that Council suggestions be succinct and offered at the next meeting.

C. Discussion: provision of documents of Executive Council meetings

Saginer presented an idea to put Council documents on the Academic Senate public website to facilitate timely communication. The Council expressed concern about publicizing draft minutes before they are reviewed by the Council.

VII. Officers' Reports

President Saginer reported that:

- The next meeting will be in the new Multi-Use Building.
- Her written report detailed past and upcoming meetings and events.

2nd Vice President Teti reported that:

- He intends to convene the by-laws workgroup.
- He appreciated the attendance and participation at the Executive Council retreat.

VIII. Adjournment

Council adjourned at 4:38 p.m.

Respectfully submitted,
Venette Cook, Academic Senate Secretary