

Official Minutes
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL
Wednesday, October 6, 2010
Evans Campus, R220D

Council Members Present: Steven Brown, Venette Cook, Beth Ericson, Christine Francisco, Matthew Holsten, Hal Huntsman, Lancelot Kao, Suzanne Lo, Enrique Mireles, Madeline Mueller, Glenn Nance, Elliott Osborne, Karen Saginor, Louis Schubert, Jane Sneed, Fred Teti, Ellen Wall, Carlos Webster, Kim Wise

Council Members Absent: Thomas Blair, Mary Bravewoman, Beth Freedman, Indiana Quadra, Maria Rosales-Uribe, Diana Verdugo

Other Senate Members Present: Cynthia Dewar, Carol Reitan

Guests: Deanna Abma, Henry Augustine, Katie Gelardi, Jeffrey Fang, Leslie Smith

I. Call to Order

The Academic Senate Executive Council came to order at 2:31 pm.

II. Adoption of Agenda

Council adopted the agenda.

III. Approval of Minutes: September 22, 2010 and March 17, 2010

Council approved the minutes of September 22, 2010, and March 17, 2010 with corrections.

IV. Public Comment

- Jane Sneed introduced Dr. Henry Augustine, Dean of Evans and Southeast Campus.
- Council noted that the state budget had been announced and also noted the need for updates on the budget's impact on community colleges and CCSF in particular.

V. Officers' Reports

President Saginor reported that:

- The Senate office has sent out the Board self-evaluation form online for faculty to return in signed envelopes. Had there been more time to prepare, a preferable process would have permitted online response, or optional paper response.
- Student equity hearings are being tentatively scheduled between October 22 and November 17 and email updates will be sent as dates are confirmed.
- Communications from Board regarding Shared Governance are now being tracked in a grid in order to clarify timelines and expectations.
- Faculty hiring and diversity report will be a subject at an upcoming Equity hearing and will be discussed at the Board committee hearing on Nov. 3.
- Her written report included meetings and events she has attended.

1st Vice President Wise reported:

- The Committee on Committees met, and appointments are ready for Council vote.

2nd Vice President Teti reported:

- By-laws work-group committee would hold its next meeting October 12.

Secretary Cook reported

- Email discussion list workgroup has requested CCSF resources from Tom Boegel and Carole Reitan. The workgroup will draft options in order to clarify the Councils' goals, policies, and concerns for security for discussion list/forum. Options will be presented for discussion at future Council meeting.

VI. Committee Appointments

Resolution 2010.10.06.01 Shared Governance Committee Appointments – Unlimited Membership.

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

Moved: Francisco; seconded: Teti; motion carried unanimously. Appendix A.

Resolution 2010.10.06.02 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.

Moved: Brown; seconded: Francisco; motion carried unanimously. Appendix B.

VII. Unfinished Business

A. Proposed changes to Board of Trustees policies

Resolution 2010.10.06.03 Proposed Wording Changes to Draft Board of Trustees policies P6 of March 25, 2010

Resolved, that the Academic Senate Executive Council recommend the proposed changed wording for the Draft Board policies, P6.

Moved: Teti; seconded: Brown; motion carried unanimously. Appendix C

Resolution 2010.10.06.04 Request for Review of Content of Board of Trustees Policies

Resolved, that the Academic Senate Executive Council requests that the Board put the draft policies contained in P6 into numerical order, incorporate changes, and send second draft to the Senate for review of the content of the policies.

Moved: Sneed; seconded: Brown; motion carried unanimously.

B. Second Reading: Administrative position: Dean, Downtown Campus and School of Business

Council decided to add J.D. to Masters in Law and to delete Masters in Adult Education as part of desirable qualifications from the proposed draft.

Resolution 2010.10.06.05 Administrative position: Dean, Downtown Campus and School of Business

Resolved, that the Academic Senate Executive Council accept the amended document.

Moved: Brown; seconded: Lo; motion carried unanimously. Appendix D

C. Support for online, hybrid and tech-enhanced courses (Insight/Moodle)

Resolution 2010.10.06.06 Support for the TMI, TLC and ETO

Whereas, the Academic Senate highly values the contributions to the College and community of the Office of Technology Mediated Instruction (TMI) and the Technology Learning Center (TLC), both part of the Educational Technology Office (ETO);

Whereas, the TMI is currently supporting almost 10,000 students and faculty in 153 online classes and almost 200 tech-enhanced classes;

Whereas, the TMI is responsible for supporting all online classes, tech-enhanced classes, and telecourses, as well as providing Insight training (learning management system);

Whereas, the TLC provides faculty and staff with critical professional development and assists in curricular development involving educational technologies;

Whereas, the ETO, through such efforts, builds college enrollment by helping to provide students with alternative means of accessing courses and completing coursework;

Whereas the Academic Senate acknowledges that education technology services provided through the efforts of the TMI/TLC/ETO require special skills and expertise in design and technical areas;

Whereas, the needs of students and faculty should drive any personnel changes and budget changes that are made at City College of San Francisco; therefore, be it

Resolved, That the Academic Senate affirm that it is essential to faculty and students to receive expert instructional design services without interruption; and be it further

Resolved, That no personnel changes or budget reductions be made to TMI, TLC, or ETO, without due consideration and dialogue as to how any proposed changes would impact services to students.

Moved: Schubert; Seconded: Brown; Motion carried unanimously.

D. Discussion: Strategic Plan: Priorities and Major Objectives

Council discussed technology, p. 5 and resources and staffing, p. 6. Council comments will be forwarded to the Strategic Planning Team. The next draft of the Strategic plan will be returned to Council for future discussion.

VIII. New Business

A. Disposal of Empty Envelopes-Election and Chancellor Review

Council discussed how long to save election envelopes with signatures. Brown moved to discard envelopes after three months further: Teti seconded. Schubert and Brown will write resolution for next meeting.

B. Discussion of SB 1440

Leslie Smith and Deanna Abma reported on the history and impact of SB 1440. They stressed the importance of implementation to best serve CCSF students. Faculty should track impact and write to their legislators.

C. Preparing for Bipartite Committee on Graduation Requirements.

Saginer explained the process for the Bipartite meeting on November 3, when courses will be discussed for addition to graduation requirements for specific areas. In order to discuss at next Council meeting, members need to prepare thoroughly.

D. Discussion: Credit by Examination

Abma explained the Credit by Examination process as described in the college catalog. She noted changes in requirements, and new advisory language for transfer students.

IX. Open Forum

- Katie Gelardi announced there would be a UN CCSF club event to commemorate the 65th anniversary on October 8. Also, teachers were encouraged to fill out the textbook affordability survey.
- Lopez announced that in other districts many Non Credit courses have been cut as much as 90% due to K-12 budgets, which have traditionally supported Adult Ed programs.
- Council discussed the need to find rooms for Executive Council meetings at all sites that facilitate face-to-face discussion.

X. Adjournment

Council adjourned at 5:03pm.

Respectfully submitted,
Venette Cook, Academic Senate Secretary

APPENDIX A
Committee Appointments

**Appointments to Committees for Committee/Subcommittee
Academic Senate Meeting
10/6/10
(Approved by the Executive Council)**

Appointments to Committees with *Unlimited Membership*

Career and Tech. ED.

Name	Department	Credit/NC	Campus
<i>Re-appointment</i>			
Carin Zimmerman	Engineering and Technology	C	Ocean
Marie Conde	Health Care Technology	C	JAD
Jennifer Norris	Business		JAD
Rodolfo Padilla	Business	N	DTN
Pierre S. Thiry	Computer Science/Technology	C	Ocean
<i>New Faculty</i>			
Terri Massin	ESL	C/N	Gough

International Education

Name	Department	Credit/NC	Campus
<i>New Faculty</i>			
Ivana Bozidarevic	Chemistry	C	Ocean

Noncredit Issues

Name	Department	Credit/NC	Campus
<i>New Faculty</i>			
Kim Franklin	ESL	N	DTN
Kelli Crow	ESL	N	Civic

Publications Advisory (Communications Subcommittee)

Name	Department	Credit/NC	Campus
<i>Re-appointment</i>			
Tom Blair	Foreign Languages	C	Ocean

Scholarship

Name	Department	Credit/NC	Campus
<i>New Faculty</i>			
Jay Mojica	ESL	C	Ocean
Ivana Bozidarevic	Chemistry	C	Ocean

Teaching, Learning and Technology (TLTR)

Name	Department	Credit/NC	Campus
<i>Re-appointment</i>			
Barbara Baraff	Library Services	C	Ocean
Christine Beard	Transitional Studies	C/N	JAD
Carmen Lamha	Computer Science/Technology	C	Ocean
Darian Taha	Computer Science/Technology	C	Ocean
<i>New Faculty</i>			
Dora E. Rodriguez	DSPS	N	Ocean
<i>New Resource Faculty</i>			
Cynthia Dewar	Special Assignment	C	Ocean

APPENDIX B

Appointments to Committees with *Limited Membership*
Academic Senate Meeting
10/6/10
(Approved by the Executive Council)

Curriculum	Department	Credit/NC	Campus
<i>New Faculty</i>			
Barbara M. Cutten	Business (A)	C	Ocean
Melinda L. Weil	Astronomy (B)	C	Ocean

APPENDIX C (Please refer to the attached document))**APPENDIX D (Please refer to the attached document))**