Official Minutes
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL
Wednesday October 5, 2011
Ocean Campus, Arts 314

Council Members Present: Jacques Arceneaux, Anna Asebedo, Thomas Blair, Monica Bosson, Steven Brown, Robert Clark, Venette Cook, Anthony Costa, Erin Cunningham, Beth Ericson, Bill Goodyear, Lancelot Kao, Benedict Lim, Susan Lopez, Enrique Mireles, Kitty Moriwaki, Madeline Mueller, Francine Podenski, Indiana Quadra, Karen Saginor, Louis Schubert, Fred Teti, Diana Verdugo, Melinda Weil,

Council Members Absent: Stephan Johnson, Suzanne Lo, Maria Rosales-Uribe, Kovak Williamson, Kim Wise

Other Senate Members Present: Jim Connors, Craig Persiko
Guests: Jeffrey Fang, Ian Robinson

I. **Call to Order**
   The Academic Senate Executive Council came to order at 2:27 p.m.
II. **Adoption of Agenda**
   Council adopted the agenda.
III. **Approval of Minutes: September**
   Council approved the minutes of September 21 with corrections.
IV. **Public Forum**
V. **Officers' Reports**
   President Saginor reported that:
   - The most recent draft of the Strategic Plan needs a few additional changes to conform to the conditions set when the Executive Council approved it. She will send those changes to Vice Chancellor McGuire. Additional suggestions for sections of the plan that were already approved, including the objectives, will have to wait for the next Strategic Plan. Some changes which were received late will be addressed in the future.
   - The College Advisory Council is expected to recommend a new Shared Governance grid to be placed on resolutions for the Board of Trustees that will make the review process more clear.
   - The Technology Plan needs to be revised or rewritten. She urged Council members to volunteer for the steering committee for this project which would include four areas: Library, Learning Resources, Information Technology, Education Technology, and Student Development

   2nd Vice President Brown reported that:
   - The Innovation Workgroup has reviewed submissions and recommended eighteen courses to the Program Review Committee for funding. More courses may be subsequently reviewed and recommended for Spring and/or Summer 2012.

VI. **Committee Appointments**

Resolution 2011.10.05.01 Limited and Unlimited Committee Appointments

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

Moved: Brown; Seconded: Bosson; MCU Appendix A and B

VII. Unfinished Business

    A. Professional Development/Flex Policies.
The Council heard an update on Flex policies currently being developed in collaboration with Human Resources and AFT 2121. Saginor described three goals which the Council then discussed: 1) to establish an electronic/Web4 recordkeeping system for spring; 2) to clarify guidelines for independent Flex activities; and 3) to clarify what percentage of annual Flex activity can be completed in off campus/independent Flex activity. She will be in contact with AFT 2121 leadership on these issues.

    B. Task Force on Student Success:
The Council discussed how to respond to the Task Force at the college and state level, and how to encourage the Associated Students and Board of Trustees to oppose the recommendations of the Task Force.

Resolution 2011.10.05.02 Task Force on Student Success

Resolved, that the (CCSF) Academic Senate Executive Council reject the second draft recommendations of the Task Force on Student Success established by SB 1143.

Moved: Lopez; Seconded: Teti; MCU

Resolution 2011.10.05.03 Task Force on Student Success Workgroup

Resolved, that the Executive Council authorize the officers and Council volunteers to draft summary resolutions to address the draft recommendations of the Task Force on Student Success.

Moved: Mueller; Seconded: Teti; MCU

    C. **Accreditation Self Study Report:** Saginor reminded Council members to send concerns about the report to Fred Teti by October 14. Council advised President Saginor of changes required to substantially increase the accuracy of the Accreditation Self Study Report. Saginor was directed to seek resolution on each of seven changes requested unanimously by the Council:
- Inclusion of data tables disaggregated by race/ethnicity;
- revision of discussion of role of Vacancy Review Workgroup;
- provision of evidence or deletion of assertion that improved Student Learning Outcomes was a result of Student Equity Hearings;
- provision of evidence or removal of assertion about belief of Shared Governance entities;
- accuracy about Board of Trustees follow-up to 2010 Self Evaluation;
- inclusion of Academic Senate observation of incomplete delegation of responsibility and authority to the Chancellor;
- recommendation of inclusion of information about legal vicissitudes of former chancellor.

    D. **Wireless Network Authentication:** Costa reported on authentication systems that exist now, and on new access authentication systems.

Resolution 2011.10.05.04   Wireless Network Authentication

WHEREAS, "City College of San Francisco belongs to the community and continually strives to provide an accessible and affordable education as a part of its commitment to serve as a sustainable community resource"*; and

WHEREAS, "To enhance student success, the college provides an array of academic and student development services that support students' intellectual, cultural, and civic achievements"*; and

WHEREAS, CCSF "will continue to reach out to all people, especially to those communities that encounter barriers to education"*; and

WHEREAS, the current wireless network authentication system creates unnecessary barriers to student success that often prevent students and faculty from accessing crucial educational resources when they need them; and

WHEREAS, faculty and student access to wireless internet can supplement our limited CCSF computing facilities, helping greatly to meet the hardware and software needs of students and faculty; and

WHEREAS, the proposal to create a new system that would require a one-business-day waiting period to register a student ID number and password would continue avoidable barriers to student success; and

WHEREAS, at least 17 other community colleges in California already provide open wireless access on their campuses; and

 WHEREAS, CCSF lacks sufficient staff to assist students who need to register passwords and re-register when passwords are forgotten; now, therefore be it

RESOLVED, **That the Academic Senate recommend that Chancellor Griffin direct the CCSF Technology Services Department to implement an open-access wireless network, as was agreed at the December 17, 2010 Information Technology Policy Committee (ITPC) meeting and subsequently presented to the College Advisory Council.**

*CCSF Mission and Vision Statements

Moved: Brown; Seconded: Cunningham; MCU

VIII. New Business
   A. **Preparation for Bipartite meeting**: Teti presented an overview of the bipartite process and the need for quorum. The meeting will be held on October 19, 2011.
   B. **Support for Administration of Justice Department Community Initiatives:** Jim Connors gave background information on new curriculum being developed in the Administration of Justice Department. Saginor will encourage the Board of Trustees to draft and support a similar resolution.

> **Resolution 2011.10.05.05** ADMJ/Academic Senate ADMJ Community Initiatives Resolution
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> Whereas, the CCSF Administration of Justice Department (ADMJ) is beginning to develop a new certificate program, "Pathway to Criminal Justice Careers", open to eligible high school seniors and to include curriculum on youth leadership development and conflict resolution; and
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> Whereas, ADMJ is also exploring a certificate modeled on the IDST Department's "Trauma Prevention and recovery" certificate; and
>
> Whereas, the Dean overseeing Administration of Justice is in conversation with the Southeast Campus leadership about creating a Criminal Justice Advisory Board; and
>
> Whereas, ADMJ is developing a new course, ADMJ 69 Practical Law and Law Enforcement (a course that introduces students to the study of law as it pertains to day-to-day living situations and confrontations); therefore be it
>
> Resolved, That the CCSF Academic Senate urge the Board to support the Administration of Justice Department in its efforts to pursue these and other community initiatives as a means to enhance educational opportunities for the all CCSF students.
>
> Moved: Brown; Seconded: Podenski; MCU

C. **Title 5 Awareness Promotion:** The Council members discussed the benefits of fostering greater awareness of Title 5.

> **Resolution 2011.10.05.06 Title 5 Awareness Promotion**
>
> Whereas, it is the Academic Senate's understanding that the CCSF Board of Trustees will hold a retreat soon, partially in fulfillment of an accreditation recommendation; therefore be it
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> Resolved, that the Academic Senate request that the Board's retreat agenda include a segment on the California Code of Regulations, Title 5; and, be it further
>
> Resolved, that the Academic Senate urge the Trustees to invite to their retreat a member or members of the Academic Senate Executive Council with expertise in Title 5 to present on the academic and professional matters in Section 53200.
>
> Moved: Brown; Seconded: Schubert; MCU

D. **Named Gift and other Giving Opportunities:** Saginor presented background information from Executive Council recommendations on April 29, 2009, and an Executive Council Resolution on December 12, 2010. Currently, the City College Foundation is considering naming opportunities at the new Chinatown campus. The Council authorized Saginor to report to the College Advisory Council that the named gift process not go forward without following the shared governance process. Members volunteered to create a workgroup.

E. **Provision for leave from Executive Council:** The Council reviewed possible wording to amend Article VI of the By-laws, which would provide a process for members to take a leave of absence from the Executive Council. Council members can offer written language suggestions before the October 19 Bipartite meeting.

IX. **Open Forum**
Board of Trustees will discuss Standards III & IV at the Institutional Effectiveness Committee on October 6.

X. Adjournment
Council adjourned at 5:03 pm.

Respectfully submitted,
Venette Cook, Academic Senate Secretary

Committee Appointments October 5, 2011

Appendix A: Committees with Unlimited Membership

Committee	C/N	Name	Campus	Dept	Status
Facilities Projects	C	Thomas Menendez	O	Soc Sci	New
International Ed.	C	Ana Rita Garcia	O	For. Lang.	Reappt
International Ed.	C	Tom Blair	O	For. Lang.	Reappt
International Ed.	C	Sheryl Blumenthal	O	Counseling	Reappt
International Ed.	B	Yuk Chun (Karen) Chan	SEC	Library	Reappt
International Ed.	C	Deborah Kitchin	O	Business	Reappt
International Ed.	C	Sue X Lian	O	For. Lang.	Reappt
International Ed.	C	Yi Liang	O	Library	Reappt
International Ed.	C	Natasha Maresca	O	Counseling	Reappt
Scholarship	C	Marie Osborne	O	Counseling	New
Scholarship	C	Edna Yee	O	Stud. Health	New

Appendix B Committees with Limited Memberships

Committee	C/N	Name	Campus	Dept	Status
Curriculum Comm.	C	Theresa Gensler	O	PE/Dance	Reappt
Fac. Pos. Allocation.	B	Yuk Chun (Karen) Chan	SEC	Library	New
Grading Policies	N	Melissa McPeters	JAD	Trans. Stud.	New
Honors Issues	C	Matthew Kennedy	O	Beh. Sci.	Reappt
Honors Issues	C	Felita Clark	O	Counseling	Reappt
K-12 Partnerships	C	Thomas Menendez	O	Soc. Sci.	New
K-12 Partnerships	C	Edna Yee	O	Stud. Health	New
K-12 Partnerships	C	Valerie Abauza	Evans	CDPC	New
Reassigned Time	C	Francine Podenski	O	BEMA	Reappt
Reassigned Time	C	Darlene Alioto	O	Soc. Sci	Reappt
Reassigned Time	C	Madeline Mueller	O	Music	Reappt