Official Minutes
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL
Wednesday November 9, 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, Suzanne Lo, 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, Maria Rosales-Uribe, Kovak Williamson, Kim Wise

Other Senate Members Present: Cynthia Dewar, Carol Reitan, Kim Ginther-Webster
Guests: Phyllis McGuire, Pam Mery

I. Call to Order
The Academic Senate Executive Council came to order at 2:37 p.m.

II. Adoption of Agenda
Council adopted the agenda.

III. Approval of Minutes: September
Council approved the Bipartite minutes of October 19 2011, with corrections.

IV. Public Comment
- Kim Ginther-Webster reported a Shared Governance concern about the process for removing draft resolutions from the Board agendas.
- Carol Reitan reported a concern about the Zero client computer pilot. Although the pilot study has not been evaluated through Shared Governance, an RFP for 300 more machines is going forward. Clear information about estimated costs, future savings, or sources for the expenses have not been reviewed through Shared Governance.
- Reitan also reported concerns about a security service system that monitors college networks. The system costs $40,000, is paid for from the general fund, and was approved by the Board under the misleading title of "server support" instead of "security services."
- Cynthia Dewar reported concerns about curriculum software purchases and the decision-making process. She has presented her concerns to TAG (Technology Advisory Group) as well as TLTR (Teaching ,Learning, and Technology Roundtable) and requests support from the Executive Council for appropriate review of operational decisions concerning academic and professional matters.
- Kitty Moriwaki distributed a treatise about assessment from the ESL Department regarding the SB 1143/Student "Success" Task Force (SSTF).
- Madeline Mueller distributed articles about the American Legislature Exchange Council, the SB 1143/"Success" Task Force (SSTF) and education concerns.

V. Officers' Reports
President Saginor reported that
- Many resolutions about course repeatability were discussed at the State Academic Senate Plenary. The State Board of Governors and the Academic Senate will continue to negotiate on this topic. She will update Council members about repeatability and Title 5 changes.
- She encouraged faculty and students to attend a press conference about the impact of the AB1143 Task Force recommendations on Tuesday, November 15, at a location soon to be announced. She also reminded Council members about the Town Hall Meeting on November 16 in Oakland and the CCSF Student Debate also on November 16.

- Other updates and announcements were distributed in written form.

1st Vice President Teti reported that:
- He attended the State AS Plenary with Saginor. He distributed a synopsis about: Repeatability for expertise; Accreditation; SSTF Recommendations; Accountability and Centralization; Basic Skills recommendations, 18 units in the Major; and Voting issues.

2nd Vice President Brown reported that:
- He attended a College Advisory Council meeting at which Anthony Costa gave a presentation on open access that illustrated the Executive Council position. Hotchkiss responded with a lengthy explanation for the new wireless access procedure. The Chancellor expressed concerns about potential liability.

VI. Committee Appointments

Resolution 2011.11.09.01 Unlimited Committee Appointments
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: Blair; Seconded: Podenski; MCU

Resolution 2011.11.09.02 Limited Committee Appointments

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: Blair; Seconded: Lo; MCU

VII. Unfinished Business

VIII. Unfinished Business
A: Named Gifts: Brown reported on Board of Trustees Resolution P1 for named gift opportunities. He requested members join a work group and/or email suggestions for the next Council meeting.

B. SB 1143/Student "Success" Task Force (SSTF) Update:
- The CCSF Board of Trustees has rejected the Task Force recommendations.
- Saginor presented updates: the State Chancellor has receded from his position about staff development but continues to advocate for more centralized power in the State Chancellor's office.
- Council members announced resources for opposing the SSTF and discussed information about other college faculty and student reports to the Board of Governors.
- Council members discussed how the SSTF Recommendations will have a disproportionate impact on low-income students, students of color, and CTE students and a negative impact on the mission of community colleges.
- Saginor and members announced upcoming meetings and the continued need for vigorous outreach to respond to the SSTF recommendations in multiple ways: online, at meetings, and in person to faculty, students, alumni, and the community at large.

C. Provision for leave from Executive Council: Brown presented a draftof the proposed changes to By Laws Article VI. The Council discussed the need for a clear and concise policy about the request for a leave from Council meetings.

Resolution 2011.11.09.03 Provision for Leave from Executive Council: Approval of Wording

Resolved, that the Academic Senate Executive Council approve the wording for changes to Article VI of the By-Laws

Moved: Schubert; Seconded: Podenski: MCU Appendix C

D. Accreditation Self Study Report Approval: Saginor reported on the Council's requests for changes to the report and gave members updated information on Standard IV.A.2.a and IV.A.2.b.

Resolution 2011.11.09.04 Resolution on 2012 Accreditation Self Study Report

Whereas, In signing the 2012 Institutional Self Study report, President Saginor will be certifying that "there was broad participation by the [College] community" and that she believes "the Self-Study report accurately reflects the nature and substance of the institution"; be it

Resolved, That the CCSF Academic Senate authorize President Saginor to sign the 2012 Self-Study report at her discretion in consultation with the officers and other appropriate Senate members; and be it further

Resolved, That the CCSF Academic Senate reserve the right to share with the WASC/ACCJC visiting team opinions that might vary from those expressed in the report as approved by the Board; and be it finally

Resolved, That the CCSF Academic Senate commend the participating faculty, students, classified staff, administrators, and trustees for their extraordinary efforts.

Moved: Schubert; Seconded: Teti; moved. MCU

IX. **New Business**
   A. **College Plans and Education Master Plan.** Phyllis McGuire suggested the Council view the Education Master Plan as a component of the College's overall planning work. Council members suggested doing fewer plans to save time and funding for teaching. Pam Mery offered ideas about how the timing and cycles of planning could become more efficiently aligned with the accreditation cycle.
   B. **The 50% Law and College Terminology**: Podenski presented a report that gave: (1) examples of various Instructionally-Related and Non-Instructional assignments; (2) details about how these assignments support students, and (3) information about how these assignments may be contractually based. There will be a continuing process to have increased clarity about the assignments and their funding.

X. **Adjournment**
   Council adjourned at 5:03 pm.

Respectfully submitted,
Venette Cook, Academic Senate Secretary

Appendix A: Unlimited Committee Appointments

Name of Committee	Name-Last, First	C/N	Department (per By Laws)	Status
Career and Tech Ed	Maegher, Carol	C	Business	Reappt
Career and Tech Ed	Quadra, Indiana	C	Career Development Placement Center	Reappt
Career and Tech Ed	Skinner, Janey	C	Health Sciences	Reappt
Career and Tech Ed	Stevenson, David	C	Graphic Communication	New
Career and Tech Ed	Menendez, Thomas	C	Social Sciences	New
Facilities Projects	Villasana-Ruiz, Rosario	C	Child Development and Family Services	New
International Education	Inomata, Kimiyoshi	C	Foreign Languages	New
Noncredit Issues	Fong, May	N	Consumer Education	Reappt
Noncredit Issues	Goldstein, Gus	N	ESL	Reappt
Noncredit Issues	Van Hesselt, Jade	N	Child Development and Family Services	New
Publications Advisory	Maegher, Carol	C	Business	New
Scholarship	Parcell, Celeste J.	S	Calworks	Reappt
Scholarship	Liu, Scarlett		EOPS	Reappt
Scholarship	Villasana-Ruiz, Rosario	C	Child Development and Family Services	New
Student Complaint	Liang, Mandy	B	Counseling	Reappt

Appendix B: Limited Committee Appointments

Name of Committee	Name-Last, First	C/N	Department (per By Laws)	Status
Discrimination Harassment Prevention	Roman-Murray, Carmen	N	ESL	New
Distance Learning Advisory	Cabahug, Elma P.	C	ESL	Reappt
Health and Safety	Sugawara, Jack	C	Counseling Services	New
Information and Technology Policy	Clark, Ophelia	C	Business	Reappt
Information and Technology Policy	Persiko, Craig	C	Computer Science/Technology	New
Registration/Enrollment	Ginther-Webster, Kimberly	C	Library Services	Reappt

Appendix C

ARTICLE VI

Current wording**:**

Members of the Council are expected to attend all Council meetings. Members who are absent excessively or who take a leave of more than two months' duration may be deemed by the Council to have resigned, and their seats will be filled under the provisions of Article V of the Constitution.

Proposed change**:**

Members of the Executive Council are expected to attend all meetings. Members may request an excused leave of absence for two months or more for sabbatical absence, personal or health issues by writing to the President requesting a leave and stating the beginning and estimated ending dates of the leave and briefly explaining the need. The President will consult with the officers before granting or refusing the request. Members on excused leave are not counted for quorum and may not vote. Members who miss four or more meetings in a semester without having applied for an excused leave may be deemed by the Council to have resigned, and their seats will be filled under the provisions of Article V of the Constitution.

Tracking showing change:

Members of the Council are expected to attend all Council meetings. *Members may request an excused leave of absence for two months or more for sabbatical absence, personal or health issues by writing to the President requesting a leave and stating the beginning and estimated ending dates of the leave and briefly explaining the need. The President will consult with the officers before granting or refusing the request. Members on excused leave are not counted for quorum and may not vote.* Members *who miss four or more meetings in a semester without having applied for an excused leave* who are absent excessively or who take a leave of more than two months' duration may be deemed by the Council to have resigned, and their seats will be filled under the provisions of Article V of the Constitution.