

Official Minutes
CCSF Academic Senate Executive Council
Wednesday, May 2, 2012, 2:30 – 5:00 pm
Evans Campus, Room 220D

Council Members Present: Anna Asebedo, Thomas Blair, Monica Bosson, Steven Brown, Robert Clark, Venette Cook, Anthony Costa, Erin Cunningham, Beth Ericson, Lancelot Kao, Stephan Johnson, Benedict Lim, Enrique Mireles, Kitty Moriwaki, Madeline Mueller, Francine Podenski, Karen Saginor, Louis Schubert, Fred Teti, Diana Verdugo, Kovak Williamson,

Council Members Absent: Jacques Arceneaux, Suzanne Lo, Susan Lopez, Indiana Quadra, Maria Rosales-Uribe, Melinda Weil, Kim Wise

Other Senate Members Present: Suzanne Pugh, Ellen Wall

Guests: Deana Abma, Jeffrey Fang, Pam Mery, Alice Murillo

I. Call to Order

The Academic Senate Executive Council came to order at 2:38.

II. Adoption of Agenda

Council adopted the agenda.

III. Approval of Minutes: April 18, 2012 and Bipartite

Council approved the minutes as corrected.

IV. Public Comment

- Bosson presented a letter from English Department regarding Board relations and requested that Council members read and discuss with faculty.
- Brown announced he had created a scholarship in Dr. Griffin's name and encouraged others to contribute.
- Dean Murillo welcomed the Council members and provided refreshments.
- Mueller announced upcoming meetings regarding the Student Success Act of 2012 and related matters.

V. Officers' Reports

President Saginor reported that:

- The Interim Chancellor has begun work and the search for the new permanent chancellor is underway. She reported that the College goal is that the new Chancellor be presented at the September Board of Trustees meeting.
- She attended the State Academic Senate Plenary and would present a report at a later time.
- She announced such end-of-year activities as scholarship receptions and retirement parties and encouraged faculty to attend graduation.

1st VP Fred Teti reported that:

- He was pleased to see Erin Cunningham at the Sunday Board of Trustees meeting where they announced Pamila Fisher as the interim chancellor.

2nd VP Steven Brown reported that:

- He had a brief positive meeting with the Interim Chancellor.

Secretary Cook reported that:

- Keep the Community in Community Colleges, a student/faculty event, would occur on May 12, at Mission Campus and would present workshops and activities to educate students and faculty statewide about the Student “Success” Act of 2012. She encouraged all to attend and to announce. Brown encouraged faculty to sponsor t-shirts for attendees.

VI. **Committee Appointments:**

Resolution 2012.05.02.01 Limited and Unlimited Committee Appointments

Resolved, that the Academic Senate Executive Council approve the appointments to the Shared Governance committee with limited and unlimited membership, as recommended by the Committee on Committees.

Moved: Brown; Seconded: Bosson; MCU (**Appendix A**)

VII. **Unfinished Business**

A. **Appeals process for taking courses out of sequence:**

Resolution 2012.05.02.02 Appeals Process for Taking Courses Out of Sequence

Resolved, that the Academic Senate Executive Council endorse the development of an appeals process for courses taken out of sequence and be it further

Resolved, that we support the Articulation Officer’s development of an instrument for students to use to pursue the process.

Moved: Teti; Seconded: Brown; MCU

- B. Budget Process Issues:** Saginor distributed informal budget notes based on meetings from the College’s Planning and Budgeting Council meetings on April 17 and May 1, 2012. Despite many efforts, there is likely to be a serious shortfall for the 2011-2012 fiscal year. The gap between needs and expected revenue for 2012-2013 may range from \$12.4 million to \$24.2 million. Council members discussed recent budget decisions and future strategies to accommodate the coming shortfall with as little negative impact on students and the College as possible.

- C. Policy Blueprint: Faculty Recruitment and Selection:** Saginor reviewed actions from the April 26th Board of Trustees meeting. She gave details about the language changes that the Board made to the Executive Council’s April 18th resolution. Council discussed the value of faculty diversity and the need to follow Education Code and Title 5. The Senate asserted its right to participate with the Board’s designees to draft a more effective blueprint document.

Resolution 2012.05.02.03 Recommendation regarding “Blueprint of College Wide Policy and Implementation Strategy for Improving Equal Opportunity in Faculty Recruitment and Selection”

Whereas, The Academic Senate recognizes the value of increased diversity in its many forms in the College faculty, and the need for outreach to achieve such diversity; and

Whereas, the “Blueprint of College Wide Policy and Implementation Strategy for Improving Equal Opportunity in Faculty Recruitment and Selection” presents many excellent suggestions for improved procedures, but also contains some errors and inaccuracies in its data and analysis and in its representations of current practices; therefore be it,

Resolved, that Academic Senate formally request a new draft of the blueprint with accurate and complete data inclusive of all groups on which we (the Senate) seek to collaborate; and be it finally,

Resolved that we direct our President to inform the new interim Chancellor that implementing any recommendations that modify existing faculty hiring policy will require mutual agreement between the Board of Trustees and the Academic Senate.

Moved: Teti; Seconded: Bosson; MCU

VIII. New Business

- A. **Development of Draft Annual Plan.** Mery presented a draft plan and took comments, concerns, and questions from Council members. She requested further input by May 8. Saginor reminded Council members that the Annual Plan could be especially relevant in the coming budget year.
- B. **Approval for follow-up to possible Title 5 and or Education Code violations.** Saginor reviewed the April 26th Board decision to implement testing changes for Spring 2013. Math and English Departments will evaluate the placement policy in one year. She explained that she had requested written clarification from President Rizzo about changes to the Executive Council’s resolution. Council members were satisfied with the compromises and The Board explanation.
- C. **Report on Academic Senate Executive Council Work 2011-2012.** Saginor had drafted an annual report of the Council’s activities and actions. Council encouraged Saginor to share the report with faculty online as a draft, and then in plenary as final report.
- D. **Draft Annual Program Review Form:** Council members discussed the process and value of completing Program Review, and made suggestions about the draft form for Fall 2012. Saginor reported that the Accrediting Commission for Community and Junior Colleges (ACCJC) expects Program Review to be effective. Council members discussed the lack of funds and how this will impact shared needs and funds defined in Program Review. Saginor encouraged Council members to present concerns at the next Program Review meeting.
- E. **Committee Reports**
- Saginor reported on Student Learning Outcome Ad Hoc Committee. She reported some suggestions from the committee and collected comments from the Council.

IX. Open Forum

- Student Trustee Jeffrey Fang announced that William Walker was elected Student Trustee and Shanell Williams was elected Ocean Avenue Associated Student President.
- Williamson reminded Council members to vote in AFT 2121 by May 9th by US Post.

X. Adjournment

The meeting adjourned at 5:10 (after a vote to extend the meeting by 10 minutes).

Respectfully submitted,
Venette Cook, Academic Senate Secretary

Appendix A: Limited and Unlimited Committee Appointments – May 2, 2012

Name of Committee	C/N	Name	Department	Status
Academic Policies	c	Susana Mayorga	Special Assignment Faculty (LSN)	Reappointment
CalWORKs Advisory	c	Terri Taylor	Counseling Services	Reappointment
Career and Tech. ED.	c	Kathleen White	Child Development/Family Studies	Reappointment
Career and Tech. ED.	n	Diva Conrad	Business	Reappointment
Career and Tech. ED.	c	Arthur Curtis	Graphic Communications	Reappointment
Curriculum	c	Elliott Osborne	Counseling Services	Reappointment
Curriculum	c	Carol Reitan	Foreign Languages	New Application
Facilities Projects	c	Jessica Brown	English	Reappointment
Facilities Review	c	Don Santos (Resource)	Art	Reappointment
Facilities Review	c	Suzanne Pugh	Art	Reappointment
Financial Aid Advisory	c	Susana Mayorga	Counseling Services	Reappointment
Publications Advisory	c	Lorraine Leber	Graphic Communications	New Application
Registration/Enrollment	c	Marie Osborne	Counseling Services	Reappointment
Registration/Enrollment	c	Patty Chong-Delon	Counseling Services	New Application
Student Learning Outcomes	c	Peggy Guichard	Health Care Technology	New Application
Student Learning Outcomes	b	Soon Duk Lee	Disabled Students Program/Service	New Application
Sustainability	c	Anastasia Fiandaca	Counseling Services	Reappointment
Teaching, Learning and Technology Roundtable(TLTR)	b	Soon Duk Lee	Disabled Students Program/Service	Reappointment