

Official Minutes
CCSF Academic Senate Executive Council
Wednesday, September 5, 2012, 2:30 – 5:00 pm
Ocean Campus, Arts Extension 261

Council Members Present: Jacques Arceneaux, Anna Asebedo, Thomas Blair, Monica Bosson, Venette Cook, Anthony Costa, Erin Cunningham, Beth Ericson, Vivian Ikeda, Stephan Johnson, Lancelot Kao, Pamela Kamatani, Benedict Lim, Enrique Mireles, Kitty Moriwaki, Madeline Mueller, Suzanne Pugh, Francine Podenski, Carol Reitan, Lisa Romano, Karen Saginor, Louis Schubert, Diana Verdugo, Maria Villasana, Ellen Wall

Council Members Absent: Robert Clark, Suzanne Lo, Gloria Weinstock, Kovak Williamson

Other Senate Members Present: Susan Lopez, Alexandra Nickliss, Fred Teti

Guests: Atilla Gabor

I. Call to Order

The Academic Senate Executive Council came to order at 2:35 p.m.

II. Adoption of Agenda

Council adopted the agenda.

III. Approval of Minutes: Plenary Session (August 15, 2012); Meeting August 22, 2012

Council approved the August 15, 2012 and August 22, 2012 minutes as corrected.

IV. Public Comment

- Anthony Costa related ITPC's upcoming recommendation to migrate CCSF faculty email accounts from GroupWise to Google mail.
- Francine Podenski and Madeline Mueller clarified the use of the words *center* and *campus*.

V. Officers' Reports

President Saginor reported that:

- The Academic Senate Executive Council orientation held August 29, 2012 was a success.
- The Board of Trustees would meet September 11, 2012 to discuss a voluntary request of a special trustee and to revise the CCSF Vision and Mission Statement.
- She had been named as part of a group to attend an all-day training given by the Accrediting Commission for Community and Junior Colleges (ACCJC) on Accreditation basics and Program Review.
- Scheduling conflicts necessitated moving the September 19, 2012 meeting of the Executive Council from Chinatown North Beach Campus to Ocean Campus. The Executive Council reached a consensus approving this change of location.

1st VP Cook reported that:

- She had sent an email to Executive Council members regarding reviewing the Academic Senate's Shared Governance system.
- A meeting would be held September 6, 2012 to look at committees that were actively meeting, and not meeting. Cook invited Council members to attend.

2nd VP Moriwaki reported that:

- During regular meetings with Interim Chancellor Fisher, the Academic Senate officers have been asserting the need for Executive Council review in "10 + 1" matters (including administrative hiring and policy changes).

VII. Old Business

A. Committee Appointments:

Resolution 2012.09.05.01 Appointments to Curriculum Committee

Resolved, that the Academic Senate Executive Council approve the appointments to the Curriculum Committee, as recommended by the Committee on Committees.

Moved: Cunningham; Seconded: Lim; MC; Appendix A

B. Shared Governance structures: Committees and subcommittees: Saginor highlighted discussion from the Shared Governance workgroup about restructuring the Shared Governance system to have one top-level Council instead of Planning and Budgeting and College Advisory Council. Such a move would not impact committees directly under the Academic Senate but would impact other areas, such as program review, in which faculty have responsibilities under California Education Code and Title 5. Council members discussed the legitimacy of recommendations made by a workgroup instead of a procedurally-appointed committee. Saginor indicated that she would bring the Council's reservations about suspending shared governance groups directly to Interim Chancellor Fisher.

C. Professional Development for Student Learning Outcomes and

Assessment: Saginor gave an overview of the schedule for the September 12, 2012 FLEX Day. She indicated that the newly reconstituted Faculty Association would provide a free brown-bag lunch for faculty.

D. Accreditation Issues related to Academic Senate's "10 plus 1"

purview: Saginor referenced an email she sent to Interim Chancellor Fisher related to the need to review and update CCSF's Accreditation Self-Study. Chancellor Fisher indicated that she would contact ACCJC representatives for guidance in writing on how to revise the Self-Study.

Some Accreditation work groups are considering the option of consolidating or eliminating department chair posts in favor of administrative posts as a cost-saving measure. Council members questioned the cost-

effectiveness of such changes, particularly due to administrative salary growth over time. Council members reached a consensus on the need to take the lead on this issue and perhaps originate a proposal for department chair consolidation.

VIII. New Business:

A. Institutional Learning Outcomes: President Saginor reported that workgroups are open to the Academic Senate's making a recommendation on ILOs. Executive Council members selected a set of 4 basic ILOs to serve as a starting point. Saginor requested that council members edit and make suggestions to flush out these basic recommendations, and to send their input to Senate Archivist Susan Lopez by Monday, September 10, 2012 for compilation.

B. Priorities for Enrollment Management: Members of the Executive Council indicated the difficulty of doing effective enrollment management due to missing or inaccurate data. President Saginor requested that members report examples of wrong data to be addressed as the Executive Council moves forward on this issue. Council members discussed the need for more marketing to boost enrollments, and the necessity of taking into account the net profit, or loss, of classes based on cost.

IX. Open Forum: Council member Costa reported that faculty may now get a CCSF Google mail account. Council member Reitan reported that any faculty member getting such an account now may need to change the username when the whole system is migrated.

X. Adjournment: The meeting adjourned at 5:02 p.m.

Appendix A: Committee Appointments

Name of Committee	C/N	Name	Department	Status
Curriculum – A	C	Marco Mojica	Latin American Studies	New Application
Curriculum – B	C	Susmita Sengupta	Biological Sciences	New Application
Curriculum – B	C	Richard Taha	Computer Science and Technology	New Application
Curriculum– Resource	C	Cynthia Dewar	Special Assignment	New Application