

Official Minutes
CCSF Academic Senate Executive Council
Wednesday, October 3, 2012, 2:30–5:00 pm
Ocean Campus, Arts 218

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

Council Members Absent: Maria Villasana, Gloria Weinstock, Kovak Williamson

Other Senate Members Present: Susan Lopez, Fred Teti

Guests: MaryLou Leyba, Roland Montemayor

I. Call to Order

The Academic Senate Executive Council came to order at 2:34 p.m.

II. Adoption of Agenda

Council adopted the agenda.

III. Approval of Minutes: Meeting September 19, 2012

Council approved the September 19, 2012 minutes as corrected.

IV. Public Comment

- Council members discussed the importance of maintaining faculty sabbaticals as an important part of professional development.
- Council members discussed the need to contact media outlets regarding positive events and developments at the College.

V. Officers' Reports

President Saginor reported that:

- She had prepared a written report (Appendix A).
- The CCC Board of Governors would be discussing the requested Special Trustee for City College at a special October 4, 2012 meeting.

1st VP Cook reported that:

- The Shared Governance work group is considering regrouping some committees, perhaps using a “hub” model instead of the current tiered one.

VI. Committee Appointments

Resolution 2012.10.03.01 Appointments to Committees

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

Moved: Wall; Seconded: Schubert; MC; Appendix B

VIII. Old Business

A. Institutional Learning Outcomes (ILOs): Council members discussed getting prioritized input from other constituencies at the College on things that may be conspicuously missing in the draft ILOs. Council members expressed a consensus opinion that the draft ILOs line up well with the General Education Outcomes.

B. Participatory Governance Policy and the Governance Council:

Resolution 2012.10.03.02 Policy on Participatory Governance

Resolved, that the Academic Senate recommend the October 1, 2012 draft Policy on Participatory Governance with the changes shown.

Moved: Cunningham; Seconded: Pugh; MCU; Appendix C

Resolution 2012.10.03.03 Composition of Governance Council

Resolved, that three of the four faculty members appointed to the Governance Council be the ex-officio members, and that the fourth member be selected by the Committee on Committees, taking into consideration the need for balance and diversity.

Moved: Podenski; Seconded: Costa; MCU

C. Role of Department Chairs: President Saginor indicated that Senate Resolution 2012.09.19.02 (In Support of Department Chairs) had been forwarded to Interim Chancellor Fisher. Council members discussed differing financial figures regarding the relative costs of Department Chairs and Administrators, and uncertainty about the future role of Department Chairs.

D. Proposal to end acceptance of grade submissions on paper forms:

Resolution 2012.10.03.04 Requiring Online Submission of Grades for Credit Classes

Resolved, that the Academic Senate recommend that the District take steps toward requiring that the submission of no-show data, census data, withdrawals, positive attendance reports, and midterm and final grades for credit courses be done online, and that paper forms for this information be eliminated by Spring Semester, 2013.

Moved: Costa; Seconded: Reitan; MC

E. Proposal to adopt the FW Grade:

Resolution 2012.10.03.05 Instituting FW Grade

Whereas, students who receive W grades on their records during the Add/Drop have their Financial Aid eligibility stopped, thus removing CCSF's liability for these funds to the DOE; and

Whereas, CCSF is required to reimburse the Department of Education for Financial Aid disbursed to students who cannot be proven to have actually been attending classes; and

Whereas, the FW grade would simplify the work of the Financial Aid office in terms of documenting earned F's versus students who fail for nonparticipation after the Add/Drop period has ended; and

Whereas, an appeals process exists for students who had personal emergencies in order to have their Financial Aid reinstated after earning a W or FW;

Be it resolved that the Senate work to accomplish the following:

- Request faculty to drop students not attending their classes during the Add/Drop period the first three weeks of the semester; and
- Request faculty diligently to drop (give W) to students who fail to participate in class work after the Census period; and
- Urge the District to adopt the FW grade as an option for end-of-semester grades along with the F grade so that the Financial Aid Office can more effectively make sure Financial Aid is distributed to deserving students; and
- Request faculty to use the FW grade, after the Withdrawal deadline has passed, for students who fail their classes for not participating in class work.
- Notify both new and continuing students about this change in advance of its implementation.

Moved: Wall; Seconded: Lim; MC

VIII. New Business:

A. Revisions to Purpose and Membership of Ad Hoc Committee on Student Learning Outcomes:

Resolution 2012.10.03.06 Revisions to Purpose and Membership of Ad Hoc Committee on Student Learning Outcomes

Whereas, in January of 2012, the Academic Senate created an Ad Hoc Committee on Student Learning Outcomes (Resolution 2012.01.25.03); and

Whereas, as events have developed, the needs of City College in regards to work in this area have changed; therefore, be it

Resolved that the purpose of the Ad Hoc Committee on Student Learning Outcomes be to promote pervasive, robust, college-wide dialogue about student learning, to identify and help organize opportunities for professional development in student learning, and to support documentation to make student learning outcome work more visible; and be it

Further **Resolved** that the membership of this committee shall be unlimited, open to faculty members, administrators, classified staff, and students who wish to assist in these endeavors; and be it

Finally **Resolved** that the term of service for this Ad Hoc Committee shall be extended to October, 2013, and which time the Academic Senate shall evaluate its efficacy, resolve to renew it for an additional year, seek to make it a Standing Committee, or allow it to dissolve.

Moved: Bosson; Seconded: Ikeda; MC

B. Request for Administrative Support to achieve Proficiency in Student Learning Outcomes:

Resolution 2012.10.03.07 Requesting Institutional Support for Student Learning Outcomes

Whereas City College strives to create a culture where outcomes and assessment are continually used to improve the quality of student learning and achievement; and

Whereas instructional and student services departments have willingly taken on and made great progress in integrating learning outcome identification, assessment, and assessment-informed improvement in their regular departmental practices; and

Whereas at the institutional level, additional resources are needed for coordination, documentation, and continued progress towards sustainable, continuous quality improvement in student learning; therefore be it

Resolved that the Academic Senate request that the administration provide institutional support for SLO work, such as staffing, technology, professional development, or other needs as may be identified by the administration and Academic Senate leadership working in collaboration.

Moved: Cook; Seconded: Lim; MC

C. On Draft Board Policy BP 2.08: Collegial Governance: Academic Senate:

Resolution 2012.10.03.08 Resolution Tentatively Recommending Draft Board Policy BP 2.08: Collegial Governance: Academic Senate

Resolved, that the Academic Senate recommend text as amended as a draft version of BP 2.08; and be it

Further **Resolved** that the Academic Senate Executive Council examine it for a second reading on October 24, 2012.

Moved: Cunningham; Seconded: Lo; MCU; Appendix D

D. Request for Administrative Support for Automated and Consistent FLEX Obligation Record Keeping: Council members discussed the need for the administration to provide online record keeping for FLEX obligations.

E. Proposal for Revision to CCC Disciplines List for Health Education:

Resolution 2012.10.03.09 Supporting Revision of California Community Colleges Discipline List for Health Education

Whereas, many institutions that once offered a Master's degree in Health Science have change the names of their programs and degrees to Public Health without any diminution of education quality nor of suitability in preparations for teaching Health Education at the Community College level; and

Whereas, any candidate for employment as faculty in Health Education at City College of San Francisco must currently seek equivalency if holding a Master's degree in Public Health instead of a Master's degree in Health Science, creating unnecessary additional work for both the candidate and for CCSF personnel; Therefore, be it

Resolved, that the Academic Senate of City College of San Francisco approve the

proposal to the Academic Senate for California Community Colleges to revise the California Community Colleges Discipline List to include a Master's degree in Public Health.

Moved: Cunningham; Seconded: Lo; MC

F. Special October 15, 2012 Special Report to ACCJC:

Resolution 2012.10.03.10 Resolution on October 15, 2012 Special Report to ACCJC

Whereas, in signing the October 15, 2012 Special Report to ACCJC, President Saginor will be certifying that as Academic Senate President she “reviewed this Special Report” and “was involved in its development process”; Therefore, be it

Resolved, that the CCSF Academic Senate authorize President Saginor to sign the October 15, 2012 Special Report to ACCJC at her discretion in consultation with the officers and other appropriate Senate members; and be it further

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

Moved: Blair; Seconded: Kamatami; MC

G. Preparation for Bipartite Meeting on October 17, 2012: President Saginor explained the format of the October 17, 2012 Bipartite Meeting. She informed the Executive Council that the meeting would address how current courses align, or do not align, with CCSF General Education Outcomes (GEOs). She furthermore highlighted that lack of alignment may require editing GEOs, individual courses, or both.

IX. Adjournment: The meeting adjourned at 5:06 p.m.

Appendix A: Report from Academic Senate President Saginor

October 3rd, 2012. Academic Senate President's Report to the Executive Council

Karen Saginor, ksaginor@ccsf.edu

Informal Report sent to all faculty

On October 1st, I created a rather lengthy report for all faculty, put it online and sent a link out by email. Although the report you are reading now touches on some of the same issues, it doesn't reproduce the October 1st report. Find that one online at: <http://tinyurl.com/9dzt8aq>

Interim Vice Chancellor Thelma Scott-Skillman

Last night, October 2nd, the Board of Trustees announced that Dr. Thelma Scott-Skillman will become our Interim Chancellor at the end of October when Dr. Fisher leaves. She has served as Interim Vice Chancellor of Student Services since August 28th. Her resume, given to the Board at the time of that appointment, is online:

http://www.ccsf.edu/NEW/content/dam/Organizational_Assets/About_CCSF/Accreditation/Board%20of%20Trustees/F5_827_Attachment.pdf

At last night's meeting, it was announced that, as pre-arranged when she accepted the Vice Chancellor job in August, Dr. Scott Skillman will be taking some time off in October.

FACCC visit postponed to October 24th

Jonathan Light, of the Faculty Association of California Community Colleges (FACCC) found that he had an irresolvable conflict for today. We will try again for October 24th

ACCJC Regional Workshop

I attended the workshop in Santa Rosa on September 21st. Also representing City College were: Loren Bell, Jessica Brown, Athena Steff, Gohar Momjian, Tom Boegel, Fabio Saniee, Steve Spurling, Pam Mery, and Betty Inclan. My selective notes, focused particularly on discussion of **faculty roles – which are central to SLO work at community colleges** – are online at: <http://tinyurl.com/949sag7>

Two little bits I want to share with the Executive Council

- In recommending the online Accreditation Basics course, they told us that of the 1,200 persons in our region who have completed it, 460 are at City College of San Francisco.
- At one college, the 'motto' in work with the faculty is "SLO is our puppy." We adopted it, it's messy and first and requires a lot of attention, but it will grow up to be our guard dog and protect us.

Board of Trustees meeting, September 27th

On the request of ALO Gohar Momjian and Pam Mery, my report to the Board of Trustees on September 27th included information about ILOs. I explained that there are two kinds of student outcomes at the institutional level.

- Institutional Achievement Outcomes, such as certificates transfer, and increased earnings. A beginning set of Achievement Outcomes are provided for us by the ARCC reports.
- Institutional Learning Outcomes - ILOs, meaning what students will take away with them in knowledge, skills, or attitudes.

I told them that the Academic Senate has been working on drafting a four part set of Institutional Learning Outcomes to epitomize what students learn at City College in a form that can be assessed and mapped to general education learning outcomes, program learning outcomes, etc. We're looking forward to collaborating on Institutional Learning Outcome development. I've sketched with the Accreditation workgroup #2 some tentative goals for coordinating college wide work through October with completion in November.

Also at the Board meeting, I reported on the September 12th Flex Day.

The Role of Department Chairs was discussed at the meeting. The agenda item said:

Propose a new administrative structure that reflects the previously mentioned sources that has academic integrity, and includes an increase in the administrative instructional oversight, and a reduced number of department chairs that results in significant cost savings.

Department chairs and officers of the Department Chairpersons' Council spoke about the history and role of ethnic studies and LGBT studies and about potential drawbacks to changes in structure related to their role. They presented the same financial information prepared by the district, that the Academic Senate Executive Council reviewed when discussing our resolution in support of the department chair structure. At the Board meeting, DCC members pointed out that this item is subject to collective bargaining and expressed readiness to work with the administration through that process. The Trustees directed the Chancellor to move forward in exploring a reduction in the number of department chairs after receiving assurance that they would be consulted again before definitive action is taken.

CCSF Annual Budget for 2012-2013

The budget for 2012-2013 was approved by the Board of Trustees on Sept. 27th: This budget does **NOT** depend on the passage of San Francisco Proposition A, however, it does assume that State proposition 30 will **pass**. If Prop 30 fails, the College will need additional reductions of \$10.3 million in spending for this year, or about 5.5% of our expenditures.

The effect of the ballot measures on City College:

- If Prop 30 FAILS, City College LOSES \$10.3 million in State funding and required number of enrollments are diminished somewhat.
- If Prop 38 PASSES, City College LOSES \$10.3 million in State funding and required number of enrollments are diminished somewhat.
- If Prop A PASSES, City College GAINS \$14 million in local funds annually for the next eight years.

An additional pressure for this year's budget as compared to last year's is that student enrollment must be sufficient to meet our base requirements. With the current budget assumption of Prop 30 passing, we will have to have as much enrollment for 2012-13 as we had in 2010-11. As you may remember, 2010-2011 ended with the largest number of summer school offerings CCSF had ever had, and very high FTEs for the year. It will be difficult to achieve the same FTE student enrollment this year that we achieved in 2010-11, given that:

- Considerably less will be spent on current faculty employment this year than in 2010-11.

10/03/2012

- Students are dubious about coming to a college with accreditation problems.
- News reporting about CCSF is inaccurate and negative.
- CCSF does not have a sizeable marketing campaign going.

If enrollments fall below base levels established in 2010-11, then City College will lose apportionment revenue. If Prop 30 fails, the enrollment expectations are adjusted downward, but we would also lose a considerable amount of the money from the state that is needed to achieve enrollments.

Nominations to serve on administrator search committees

We have been asked to nominate faculty to serve on two search committees for administrators in Research and Planning. We emailed that faculty for volunteers and have already more than the needed number have volunteered. In accordance with Academic Senate Resolution 2012.04.18.03, approved last April, I will make nominations to Human Resources after consultation with the officers and with the members of the Committee on Committees.

Area B Meeting

Area B of the ASCCC will meet on Friday, October 19th at College of Alameda from 10am to 3pm. The attendees will be Academic Senate Presidents and other Academic Senate members from Community Colleges in the greater S.F Bay area (from Monterey to Mendocino). The focus will be on resolutions that will be brought to the Fall ASCCC plenary. The meeting is free. For all the specifics on location, follow this link: <http://asccc.org/session/area-meetings>. I need to RSVP to them for the number of lunches they will provide. Email ksaginor@ccsf.edu no later than Thursday of next week (October 4th) if you will come to this meeting.

From Academic Senate Officers' meeting with Chancellor Fisher

Three of your officers met this morning, October 3rd, with Interim Chancellor Fisher, Interim Vice Chancellor Scott Skillman (soon to be Interim Chancellor) and Interim Vice Chancellor Low. Your President conveyed concerns about the need for administrative support for FLEX obligation record keeping and for SLO work about marketing and positive publicity to encourage prospective students to choose City College next spring, support enrollment. Chancellor Fisher plans to bring a template to the Board of Trustees at the end of the month about structural changes, including creating two associate vice chancellor positions reporting to the Vice Chancellor of Academic Affairs, and having campus/center deans who are not simultaneously school deans. Some current administrative positions may be eliminated. Her charge from the Board in restructuring is to save \$2 million in terms of the costs of overseeing instruction. She is also working on announcements for the following permanent positions: Vice Chancellor of Academic Affairs, Vice Chancellor of Student Services, Dean of Financial Aid, she will be seeking input from the Academic Senate.

Chancellor Fisher presented us with a DRAFT of a new Board Policy concerning the Academic Senate to pair with the new policy on participatory governance. She told us that of our current mutual agreements with the district, the agreement concerning Administrative Hiring and Evaluation is no longer mutually agreeable to the administration and the Board. The Administrators' handbook now being revised will include procedures for hiring and firing and for evaluation. Although new policy will not require mutual agreement by the Academic Senate, she expects to consult with your officers on the new process and assured us that faculty will play a role in the new hiring processes.

New State Chancellor Brice Harris

The new State Chancellor, Dr. Brice Harris, generally has an excellent reputation among faculty. A year ago he served as a member of the Student Success Task Force. At the meetings I observed, his was a voice of moderations. Looking back at notes from the December 7th meeting of the Task Force, there was a point at which a request to revise the language for one recommendation was put to a vote. The votes were 10-7 not to make the change, but as the Task Force chair was announcing the matter as settled, Dr. Harris observed that all the faculty members of the Task Force had voted against keeping the language as is, and the facilitators agreed to do some more work on the section. At a different point of that meeting, there was discussion about whether local academic senate oversight would provide sufficient safeguards for faculty voice on a particular issue in the face of pressure from CEOs. Dr. Jane Patton, Past President of ASCCC, made a comment, "In the case of Brice, he would be sure not to put pressure on a Senate to go along with something that he learned at the conference, say. But other CEOs..."

Board of Governors' meeting

The Board of Governors' will hold a special meeting in Sacramento tomorrow at 1:00 pm in the Chancellor's offices, 1102 Q Street, Room 3 A, B and C, Sacramento, California 95811. Their agenda item is Discussion on City College of San Francisco, with the action item, "Appointment of a Special Trustee." The supporting documents the Board of Governors have received for this are the report from Scott Lay and Michelle Pilati (included in the Executive Council packet for today) and available online (<http://www.ccsf.edu/ACC/CCSF-FINAL-GOVERNANCE.pdf>), and the FCMAT report (<http://tinyurl.com/9w79mrr>)

Bipartite Committee

The Bipartite Committee meets on October 17th in ART 218 at 3:00. We will NOT be considering the approval of courses to meet graduation requirements. Instead of that, we will discuss and possibly make decisions about the following:

1. Review of the GE mapping data requested of departments (i.e., the fact that we asked them to list the SLO's from course outlines that align with the GE outcomes, and that we asked them to rate how well they thought it aligned).
2. Review of statistics of submitted information, including
 - response rates
 - quality of alignment between existing GE outcomes and courses
 - list of courses that had at least one GE outcome rated as "not aligned"
3. Review and approval of draft plans to deal with alignment issues:
 - updating (as necessary) GE outcomes that are not well aligned with a preponderance of courses in the area
 - processes for courses that are unaligned with GE outcomes (e.g., departments can withdraw, revise to align better, deadlines)
4. Review and approval of draft plan for GE outcome assessment.

Appendix B: Committee Appointments

Name of Committee	C/ N	Name	Department	Status
Career and Tech. ED.	c	Megan Corry	Health Care Technology	New Appointment
Curriculum – C	c	Craig Ira Kleinman	English	Reappointment
Curriculum – D	c	Maria Cheremeteff	Art	New Appointment
Equivalency	c	Sascha Hutchings	Library Services	New Appointment
Equivalency	c	Lancelot Kao	Astronomy	New Appointment
Scholarship	c	John Isles	English	New Appointment
Student Learning Outcomes	c	Daniel Archer	English	New Appointment

Appendix C: Emended Draft Policy on Participatory Governance (BP 2.07)

Accreditation Workgroup #12-13 October 1st DRAFT
With recommended changes from Academic Senate October 3rd
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
POLICY ON PARTICIPATORY GOVERNANCE (2.07)

I. Values

Our participatory governance system is action oriented and fosters collegiality and trust. It features simple transparent structures, and seeks the experience and expertise of a full range of diverse stakeholders with processes grounded in solid practices and effective outcomes. Our timely, evidence-based dialogs empower participants to initiate student-centered improvements in education and services and to promote effective institutional operations. Our system promotes respect for and broad understanding of the recommendations that are made. The leadership of the college is committed to making recommendations and decisions free from undue or inappropriate influence.

The Board of Trustees embraces participatory governance as a fundamental policy of the college, while retaining its own rights and responsibilities as the ultimate authority in all areas defined by current State laws and regulations.

II. Principles

- A. The Board of Trustees acknowledges the right of college leaders from all constituencies to evaluate and assist in improving the college's governance structure and consequent processes used to inform decision making for the improvement of programs, practices and services. As such, each constituency with responsibility and expertise in a particular area shall be encouraged to participate in the formulation of policies and procedures related to that area.
- B. The opinions of the affected constituent groups will be given reasonable consideration in the process of governing the college. Special effort will be made to include student input via the Associated Students.
- C. Regular training for constituent participants is conducted. Training topics include the authority, responsibility and accountability of participatory governance. Regular evaluation and review of

outcomes are also conducted. Training, evaluation, and assessment ~~are valued concepts. These measures will~~ ensure that the processes do not create undue barriers to the implementation of institutional decisions, plans and initiatives.

III. Guidelines

- A. Members on the Governance Council and college-based committees will be appointed by their respective constituent organization except for administrators who will be appointed by the Chancellor after consulting with the administrator^{2ss}' organization.
- B. Providing opportunity for increased participation and leadership by more constituents is encouraged.
- C. Where time is of the essence, the Chancellor or Committee Chair shall set an appropriate timeline and opportunity for consulting with the appropriate body to occur. If a recommendation is not reached by that date, it is understood that the Chancellor or Chair will move forward.
- D. Urgent, critical concerns may be brought directly to the Chancellor as deemed necessary by a committee chair or constituent group leadership.
- E. Recommendations from a committee or council are advisory. If the Chancellor or designee does not take the recommendation of the group, or if there is a significant minority opinion, the Chancellor or designee will acknowledge that disagreement in writing even as they move forward.

IV. Governance Council

A. Purpose:

The Governance Council's purpose is to provide recommendations directly to the Chancellor on matters pertaining to institutional priorities, policies, planning and budget development. [Need mitigating language here to distinguish from Academic Senate's Title 5 responsibility to "Make recommendations ... with respect to ... processes for program review [and] processes for institutional planning and budget development"]

B. Charge:

The Governance Council is charged with the following:

- 1. Coordinates the development of policies and procedures.
- 2. Ensures alignment ~~of the~~between annual plan and budget
- 3. Participates in the development of college plans
- 4. Reviews and recommends the annual budget
- 5. Participates in the regular assessment of accomplishments and outcomes
- 6. Participates in the review of proposals that would significantly impact the campus community

C. Membership:

- 1. The Governance Council shall be comprised of the Chancellor, who chairs the Council, and:

4 students*	4 faculty
4 classified staff	<u>3</u> administrators <u>in addition to the Chancellor</u>

[The Academic Senate Executive Council recommends 5 members from each constituency to better represent all concerns.]

**Student members may designate alternate "stand-in" members who are eligible to vote on student members' behalf only if the "stand in" has attended all the previous meetings.*

2. Members serve two year terms except for students who serve a one year term. Members' terms will be staggered.

V. College Committees

- A. The Chancellor or the Governance Council may establish committees or workgroups as needed.
- B. Committees shall include appropriate representation of faculty, administration, classified staff, and students when matters being considered are within their purview.
- C. The Chancellor shall appoint the chair of each committee. Committees may elect a co-chair if desired.
- D. Chairs are directly responsible to the Chancellor for committee operations, including the timely publication of agendas, minutes, and other documents as appropriate.

Authority

The Chancellor, in consultation with constituent leadership, is authorized to establish administrative procedures for implementing this policy.

Nothing in this policy shall supersede the responsibilities and rights of the Academic Senate to make recommendations to the District in accordance with Title V, Section 53200.

Appendix D: Emended BP 2.08

**SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
POLICY MANUAL**

Title: CITY COLLEGE OF SAN FRANCISCO COLLEGIAL GOVERNANCE: ACADEMIC SENATE	Number: 2.08
Legal Authority: California Code of Regulations Title 5, Section <u>Sections 53200 and 53203</u>	Page: 1 of 2

The Board of Trustees, and its official representative, the Chancellor, shall rely primarily upon and normally accept the advice and judgment of the Academic Senate in the areas defined by Title 5, ~~Section~~Sections 53200 and 53203.

A. Areas of Collegial Consultation

1. Curriculum, including establishing prerequisites and placing courses within disciplines;
2. Degree and certificate requirements;
3. Grading policies;
4. Educational program development;
5. Standards or policies regarding student preparation and success;
6. District and College governance structures, as related to faculty roles;
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports;

- 8. Policies for faculty professional development activities;
- 9. Processes for program review;
- 10. Processes for institutional planning and budget development; and
- 11. Other academic and professional matters as mutually agreed upon between the governing board and the ~~academic senate~~ Academic Senate.

B. Exceptions Guidelines

- 1. ~~Only~~ Only in exceptional circumstances and for compelling reasons will the recommendations of the Academic Senate not be accepted. If a recommendation is not accepted, the governing board or its designee, upon request of the Academic Senate, shall promptly communicate its reasons in writing to the Academic senate.

Approved by District Board of Trustees	Authenticated by Chancellor:	Date:
Date:	Revision Number:	Date:

Title: CITY COLLEGE OF SAN FRANCISCO COLLEGIAL GOVERNANCE: ACADEMIC SENATE	Number: 2.08
Reference: California Code of Regulations Title 5, Section 53200	Page: 2 of 2

~~1.2. It is understood that the Board of Trustees may request the Academic Senate to further review~~ refer a particular proposal ~~that is unclear or about which the Board of Trustees has back to the Academic Senate to for clarification or to consider~~ concerns.

~~2. It is further understood that if the Chancellor or Board of Trustees does not take the recommendation of the Academic Senate in any of these areas, there must be compelling reasons or exceptional circumstances.~~

C. The Chancellor shall rely primarily on the Academic Senate’s ~~recommendation the Board of Trustee’s decision must be in writing and based on a clear and substantive rationale recommendations to~~ establish procedures ~~ensuring to ensure~~ effective collegial consultation.

Approved by District Board of Trustees	Authenticated by Chancellor:	Date:
Date:	Revision Number:	Date: