

Official Minutes
CCSF Academic Senate Executive Council
Wednesday, November 7, 2012, 2:30–5:00 pm
Ocean Campus, ART 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, Pamela Kamatani, Lancelot Kao, Benedict Lim, Suzanne Lo, Enrique Mireles, Kitty Moriwaki, Madeline Mueller, Francine Podenski, Suzanne Pugh, Carol Reitan, Lisa Romano, Karen Saginor, Louis Schubert, Diana Verdugo, Rosario Villasana, Ellen Wall, Gloria Weinstock

Council Members Absent: Kovak Williamson

Other Senate Members Present: Loren Bell, Fred Teti

Guests: Alex Schmauss

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 October 24, 2012

Council approved the October 24, 2012 minutes.

IV. Public Comment

- Alex Schmauss, a CCSF journalism student representing Save City College distributed flyers about the screening of *Precious Knowledge* (November 9, 2012), and about the planned rally on Ram Plaza (November 15, 2012).
- Executive Council Member Madeline Mueller distributed information on online colleges.
- Council Member Vivian Ikeda alerted the Council to the online dissemination of course outlines from the ESL department. She indicated that these outlines are highly sought-after by private companies, and that 20% of hits had been from commercial enterprises. Council members discussed whether these outlines are covered by intellectual property rights.

V. Officers' Reports

President Saginor reported that:

- she would be attending the Academic Senate of California Community Colleges (ASCCC) fall plenary, and asked for feedback on resolutions of importance.

Second Vice President Cook reported that:

- it would be desirable for council members to present at Spring FLEX
- she was following up on issues regarding non-faculty members signing up for EFF, and she urged all to recognize the public nature of online communication.

VI. Committee Appointments

Resolution 2012.11.07.01 Appointments to Committees

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

Moved: Schubert; Seconded: Villasana; MCU; Appendix A

VII. Old Business

A. Learning Outcomes: Council member Monica Bosson reported that the English Department was making great progress with SLO on reading. Council member Anthony Costa expressed concerns from CCSF Library faculty about the draft ILOs; they have expressed a desire to add “information competency” and “technological literacy.” President Saginor indicated that the Executive Council would revisit these issues at the next meeting.

B. Academic Senate Committees:

Resolution 2012.11.07.02 Revision to Template for Academic Senate Committees

Resolved, that the descriptions of the Academic Senate Committees be amended to include the type of committee, terms and term limits (if applicable), and a statement about how the committee supports student learning.

Moved: Saginor; Seconded: Bosson; MCU

Resolution 2012.11.07.03 Clarification of Committee Roles in Policy Development

Resolved, that the descriptions of the Academic Senate Committees be amended whenever policies are mentioned, to clarify that the committees do not develop policies, but rather make policy recommendations.

Moved: Mueller; Seconded: Villasana; MCU

C. Program Discontinuance Policy: President Saginor indicated that the ASCCC was to approve a paper on this issue at its upcoming fall plenary, and that CCSF needed to finalize this policy by the end of the current semester. Council members discussed at considerable length an apparent lack of clarity of what constitutes a program. The possibility of a student-initiated process was raised, and President Saginor asked Loren Bell to draft language addressing this possibility.

D. Departmental Reorganizations: President Saginor reported that negotiations were underway with the Department Chair Council. Council members discussed appropriate ways to express their concerns about departmental reorganizations with representatives of ACCJC during upcoming campus visits. President Saginor requested that Council members submit specific suggestions to her before the next Executive Council meeting.

VIII. New Business:

A. Administrative Hiring and Evaluation: Based on her meeting with Interim Chancellor Scott-Skilman, President Saginor indicated that it was her understanding that a written policy would be in place before more administrative hiring was done, that she would have an opportunity to review this policy, and that faculty would help set criteria and be involved in paper screenings of applications, creating interview questions, and in interviews.

B. Accreditation: Composition of the Steering Committee and rewriting the Institutional Self Evaluation: President Saginor reported that drafting the new Institutional Self Evaluation

would begin in the next few weeks, and that a draft would be distributed for feedback in December. She requested that faculty examine the old self evaluation in light of the accreditation standards, write up any mismatches, and forward this information to the responsible parties. She also stressed the importance of reporting progress that has been made since July. Council members expressed the need to keep a independent record of information submitted by faculty.

C. Impact of elections on learning and teaching at City College: Council members discussed the outcomes of the November elections, and their impact on funding and the Board of Trustees.

IX. Open Forum: Council member Francine Podenski announced the *Festival of the Moving Image*, to be held November 8, 2012.

X. Adjournment: The meeting adjourned at 5:00 p.m.

Appendix A: Committee Appointments

Name of Committee	C/N	Name	Department	Status
Curriculum – Area E	C	Peachy De Jesus	Nursing	New Appointment
Governance Council	C	Kathleen White	Child Development/Family Services	New Appointment
International Education	C	Isabelle Motamedi	Foreign Languages	New Appointment
Teaching, Learning, and Technology Rountable	N	Dora E. Rodriguez	Disabled Students Program/Service	New Appointment