

Official Minutes  
CCSF Academic Senate Executive Council  
Wednesday, February 6, 2013, 2:30–5:15 pm  
Ocean Campus, MUB 160/140

**Council Members Present:** Jacques Arceneaux, Thomas Blair, Monica Bosson, Anthony Costa, 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, Rosario Villasana, Ellen Wall

**Council Members Absent:** Anna Asebedo, Robert Clark, Venette Cook, Erin Cunningham (on leave), Beth Ericson, Louis Schubert, Diana Verdugo, Gloria Weinstock

**Other Senate Members Present:** Rudy Padilla, Fred Teti, Katryn Wiese

**Guests:** Bob Shireman

**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 January 23, 2013**

Council approved the January 23, 2013 minutes.

**IV. Officers' Reports**

President Saginor reported that:

- Council member Kovak Williamson had had to resign from Executive Council due to extenuating circumstances.
- Council member Erin Cunningham was on official leave from the Council during her sabbatical this semester.
- She would be attending an Accreditation training cosponsored by Accrediting Commission for Community and Junior Colleges (ACCJC) and the Academic Senate for the California Community Colleges (ASCCC), February 8–9, 2013.
- The case brought by California Competes against the State Chancellor's office over 10 + 1 matters had received a response from State Chancellor Harris affirming the legality and functional appropriateness of title 5 sections 53200 and 53203.

**VI. Old Business**

**A. Learning Outcomes:**

**Resolution 2013.2.6.01 Institutional Learning Outcomes**

**Whereas**, the Academic Senate has engaged in extensive dialogue concerning learning outcomes to epitomize goals for student learning at City College of San Francisco; And,

**Whereas**, the Academic Senate has identified the following goals for Institutional Learning Outcomes:

- ILOs are achieved by students who meet their own educational goals at City College. The

student's goals do NOT have to be satisfying degree requirements, transferring, or earning a certificate. A student whose educational goal is acquisition of basic English for the work environment or updated job skills should achieve all ILOs in the process of reaching their own goals.

- ILOs represent very broad modes of learning that can be experienced through many paths. For instance, the ability to communicate is achieved through writing, speaking, music, dancing, and / or visual art. Our communication ILO can be satisfied through any one of these modes or any combination of them.
- ILOs should be few in number and general in application.
- ILOs are expected to be continually reviewed and refined to improve their usefulness and assessment.

And,

**Whereas**, the Student Learning Outcomes Coordinator has provided substantial contributions to improving and refining initial draft ILOs proposed in November, 2012; Therefore, be it

**Resolved**, that the Academic Senate recommend the following Institutional Learning Outcomes for adoption by the College:

I. Critical Thinking and Information Competency

- Use reason and creativity to make decisions and solve problems
- Apply diverse viewpoints to aid in decision making or problem solving
- Locate, retrieve, and evaluate information using appropriate research strategies, tools, and technology.

II. Communication

- Communicate effectively
- Demonstrate respectful interpersonal and intercultural communication
- Recognize and interpret creative expression

III. Cultural, Social, and Environmental Awareness

- Demonstrate an understanding of the history and values of other people and cultures
- Demonstrate an understanding of civic, social, and environmental responsibility
- Demonstrate civic, social, and environmental responsibility
- Collaborate effectively in diverse social, cultural, and global settings

IV. Personal and Career Development

- Identify and develop helpful resources and opportunities
- Demonstrate self-reflection and confidence
- Maintain or improve health
- Value lifelong learning

And be it further

**Resolved**, that the Academic Senate recommend to the College a revision of the Mission statement to reflect the Institutional Learning Outcomes and the primacy of student learning for City College of San Francisco.

Moved: Reitan; Seconded: Costa; MCU

**B. Academic Senate Committees:**

## **Resolution 2013.2.6.02      Academic Senate Committees**

**Whereas** in June, 2012 in its Evaluation Team findings, ACCJC stated that “To fully meet Standard IV Leadership and Governance, the team recommends that college leaders from all constituencies evaluate and improve the college’s governance structure and consequent processes used to inform decision making for the improvement of programs, practices and services and ensure that the process does not create undue barriers to the implementation of institutional decisions, plans and initiatives (IV.A.1, IV.A.3). (**Accreditation Recommendation 13**); and

**Whereas**, in August and September of 2012, the Academic Senate received training and recommendations from Michelle Pilati, President of the Academic Senate for California Community Colleges, and Scott Lay, President and CEO of the Community College League of California, to improve the efficiency and effectiveness of Academic Senate Committees; and

**Whereas**, on October 24th, 2013, the Academic Senate adopted Resolution 2012.10.24.03 including a plan and outcomes for restructuring Academic Senate Committees; and

**Whereas** draft Committee descriptions meeting the outcomes within the new structure were developed, posted online, and received refinements through an Academic Senate Executive Council workgroup and through correspondence with committee chairs, committee members and others; Therefore, be it

**Resolved** that the Academic Senate establish the committees listed below with the purposes and goals shown in the descriptions posted online (<http://tinyurl.com/AcadCommittees>):

### Action Committees:

- Commencement Ceremony Committee
- Concert and Lecture Committee
- CSU-UC Breadth Committee
- Curriculum Committee
- Scholarship Committee
- Student Grade and File Review Committee

### Advisory Committees:

- Distance Learning Advisory Committee
- Honors Issues Committee
- Learning Communities and Career Pathways Committee
- Matriculation Advisory Committee
- Registration and Enrollment Committee
- Student Equity Strategies Committee
- Student Learning Outcomes Committee

### Policy Development Committees:

- Education Policies Committee

### Roundtables:

- Basic Skills Committee

- Sustainability Committee
- Teaching and Learning with Technology Roundtable
- Transfer Issues Committee
- Works of Art Committee

And be it further

**Resolved**, that corrections and changes to the descriptions of established committees may be made by the mutual agreement between members of the committees and the officers of the Academic Senate without requiring consultation with the Academic Senate Executive Council, provided that such changes do not substantially alter the purposes or goals of the committee.

Moved: Blair; Seconded: Podenski; MCU

### C. Survey Concerning EFF – Electronic Faculty Forum:

#### **Resolution 2013.2.6.03 Electronic Faculty Forum (EFF)**

**Resolved**, that a workgroup be formed to prepare an evaluation of EFF based on the Survey conducted January 21-28, 2013; and be it further

**Resolved**, that the workgroup make recommendations to the Academic Senate Officers and Executive Council based on the survey and evaluation; and be it finally

**Resolved**, that the Academic Senate officers may, at their discretion, implement recommendations from the workgroup before the full evaluation is adopted by the Academic Senate Executive Council.

Moved: Podenski; Seconded: Arceneaux; MCU

**D. Administrative Hiring – Procedures and Position Announcements:** President Saginor referenced Executive Council members’ comments and suggested to the draft Administrative Hiring Procedures. Council members expressed uncertainty about whether the current Mutual Agreement between the Board of Trustees and the Academic Senate was, or was not, still in force. President Saginor indicated that, whatever procedures were eventually adopted, there are Ed Code provisions requiring that the Board rely primarily on the Academic Senate on questions regarding retreat rights and equivalency issues. A consensus was reached that clear hiring procedures need to be stated before the Senate could appoint faculty members to screening committees.

**E. Accreditation Show Cause Report:** President Saginor presented a draft resolution authorizing her to sign the March 15, 2013 Show Cause Report to ACCJC. Council members discussed the importance of having an opportunity to discuss the finalized report before authorizing Saginor to sign. To allow for such discussion, this item will be put on the agenda of a special Executive Council meeting preceding the Spring Bipartite Meeting, February 20, 2013.

## VII. New Business:

2/06/2013

**A. Election Materials:**

**Resolution 2013.2.6.04      Academic Senate Spring 2013 Election Materials**

**Resolved,** that the Academic Senate Executive Council approve the required election documents, Executive Council of the Academic Senate Election Information, and Academic Senate Voting Instructions for the Spring 2013 Executive Council Election.

Moved: Lo; Seconded: Kao; MCU

**B. Special Order of Business: Panel Presentation by Colleagues from Diablo Valley College Concerning Departmental Structures:** Michael Almaguer (Dean of the Applied and Fine Arts Division), Laurie Lema (Faculty Senate President), and Beth McBrien (Faculty Senate Vice President and Area Chair, Drama) from Diablo Valley College gave a presentation on how their college is structured, discussing this structure from the standpoint of meeting standards for reaccreditation. Members of the different City College constituent groups asked questions, and received answers, on both the Diablo Valley College structure and the roles of faculty, administrators, and classified staff within this structure.

**VIII. Adjournment:** The meeting adjourned at 5:00 p.m.