



The Academic Senate

CITY COLLEGE OF SAN FRANCISCO

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Curriculum • Degree Requirements • Grading Policies • Program Development • Student Prep & Success • Governance
Accreditation • Professional Development • Program Review • Planning & Budgeting Processes • Others as agreed

CCSF Academic Senate Executive Council Meeting Official Minutes Wednesday, 2013 November 6, 2:30–5:00pm Ocean Avenue Campus, Arts A218

2013–2014 Council Members Present: Anna Asebedo, Monica Bosson, Steven Brown, Venette Cook, Dayo Diggs, Matthew Duckworth, Donna Hayes, Vivian Ikeda, Wendy Kaufmyn, Kimberly Keenan, Suzanne Lo, Lillian Marrujo-Duck, Carole Meagher, Kitty Moriwaki, Madeline Mueller, Francine Podenski, Suzanne Pugh, Carol Reitan, Lisa Romano, Karen Saginor, Fred Teti, Rosario Villasana, Ellen Wall, Laura Walsh, Debra Wilensky

2013–2014 Council Members Absent: Beth Ericson, Lancelot Kao,

On Leave: Lou Schubert

Other Senate Members Present: Carol Bell-Thomas Moss, S. Erin Denney, E. Zarubin, John Carrese

Guests: Jeff Lamb, Margaret Sanchez

I. Call to Order (2:31)

II. Adoption of Agenda

Revised Agenda adopted.

III. Approval of Minutes

Minutes approved from 23 October 2013 Council meeting

Minutes approved from 16 October 2013 Bipartite meeting

IV. Public Comment

- At an event for Bay Area Broadcasters the founding chair of BEMA was honored. It prompted a day of appreciation for CCSF, with significant donations.
- It was announced that the Spring schedule is about to be published. Some courses will not be offered because their outline was not updated in time. Some courses might be added to the schedule later.
- Flyers were distributed advertising the Environmental Horticulture and Floristry holiday sale and open house.
- A press conference by the Save City College Coalition was announced. The public will be notified of an additional lawsuit against ACCJC.
- Councilmember continues to seek responses to questions about accreditation.

- Concern was expressed regarding changes to the evening foreign language classes start dates. Enrollment could be reduced.
- An event was announced: the California Federation of Teachers and Representative Jackie Speier have coordinated a forum regarding the affect of accreditation issues on the CCSF community.
- Thankfulness was expressed for community members who openly appreciate the work of CCSF faculty and staff.

V. Officers' Reports

President Fred Teti reported: (see Appendix A for full report)

- The Department of Education will be here from 12/2 to 12/5 to audit our adherence to Title 4 with special attention to online education programs.
- State Senate Accrediting Committee is planning a workshop on December 6th regarding constituent roles and communication.
- There are still part time job announcements being published, but not full time.
- The State Chancellor continues to express opposition to performance-based funding.
- Due to concerns expressed regarding the disorganization of search committee activity, several faculty have stepped down. No new names are being forwarded.
- There have been some concerns regarding the adherence to guide lines and the roles Department Chairs and Deans in the writing of Program Review.
- There have been concerns expressed over the low level of morale among students and faculty.
- During Spring Break there will be police training events on campus using mock guns.

First Vice President Karen Saginor reported: (see Appendix B for full report)

- Road Map issues are being worked on.
- Accreditation resolutions endorsed by the Executive Council will be taken to the State Plenary meeting.
- We need an Executive Council member to attend the SLO meetings.
- A CCSF SLO report will be released soon that shows great progress.
- Our ILOs need some alignment work.

Second Vice President Rosario Villasana reported:

- The Education Master Plan Committee is continuing to review Requests For Proposals and define needs. The RFPs were pulled from the Board meeting agenda for this month due to funding questions.

VI. Committee Appointments (Appendix C)

<p>Resolution 2013.11.06.01 Resolution Appointing Faculty to Limited and Unlimited Committees</p>
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<p>Resolved, that the CCSF Academic Senate appoint the faculty nominated to limited and unlimited committees by the Committee on Committees as listed in Appendix C.</p>
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<p>Moved: Ellen Wall; Seconded: Steven Brown; MC; Abstaining: Lisa Romano, Karen Saginor</p>

VII. Unfinished Business

A. Accreditation Update

Fred Teti:

- When examining the Road Map be advised that the completion calculations are not all accurate.
- We are making some progress on the collegial consultation agreement. Two sample collegial consultation processes were shared with Special Trustee Agrella and incoming Chancellor Tyler. The process acknowledging primacy over items involving curriculum belonging to faculty was noncontroversial. The process involving Institutional Planning and Budgeting needs additional time for consideration and further negotiation.

Faculty Concerns:

- Concern was expressed that ALO Momjian is not getting enough support from ACCJC regarding efforts to meet accreditation.
- Concern was expressed that some actions are being taken by administration without the consultation of affected departments and faculty. For example, a Student Services poster was created without full participation of appropriate faculty.
- Concern was expressed that opportunities for building trust between administration and faculty have been missed. Open communication could be improved upon.

B. Basic Skills Committee: Basic Skills Goals & Program Review Criteria

Jeff Lamb:

- Basic Skills goals reported last year were intended to be five year goals. This has complicated our attempt to update the goals to better align with student learning.
- The Basic Skills Committee will continue to report progress based on the original goals, and spend this next semester developing more appropriate goals for Basic Skills.

President Fred Teti and First Vice President Karen Saginor left to attend the statewide Academic Senate Plenary meeting. The gavel was passed to Second Vice President Rosario Villasana.

- The Basic Skills committee is also looking at how Basic Skills activities are funded with an aim toward funding items that directly impact students, such as innovative pedagogy.

C. ASCCC Plenary Resolutions

- Small edits were made to the ASCCC Plenary Resolution.
- Concern was expressed that not all population groups were represented among the self-identification options discussed by one of the resolutions.

VIII. New Business

A. Approval of new CTE Advisory

Resolution 2013.11.06.02 Resolution recommending approval of new CTE Advisory Committee Structure .

Moved: Steven Brown ; Seconded: Carole Meagher; MCU

B. Welcome new administrator: Margaret Sanchez, Associate Dean of Matriculation and Assessment

Margaret Sanchez introduced herself:

- She is working on implementing the student success services support programs. Senate Bill 1456 changes enrollment priorities. In response, the Matriculation Committee has been revitalized to work on: assessment, orientation, and education planning.

Faculty Concerns:

- We need a clear documentation process so that we maintain our funding.
- Some programs require more units, we need to make sure these students do not lose enrollment priority.
- Some students faced with a long remediation plan might get discouraged.
- Our website is not sufficiently student friendly. CTE students, those already in a possession of a degree, and students wanting to increase job skills need a clearer path to registration.
- The importance of the counseling process for students needs to be maintained.
- Appropriate resources need to be available.

IX. Reports

- 275K was raised for Basic Skills scholarships at the annual Basic Skills luncheon hosted by the CCSF Foundation.
- Enrollment Committee: evidence of student frustration with enrollment is showing up on Twitter and Facebook. A video is being created to help students complete the process.
- Student Equity Committee: the Planning and Research Office has access to student success data through ARGOS.

X. Open Forum

- Simplifying the steps for students to get information about placement testing was encouraged.
- An invitation was extended to attend the Family Health Fair co-sponsored by the CDEV Department at Mission Campus on Nov. 16th.

XI. Adjournment (5:02)

The Lead Age

Past Meetings/Events include

- 2013–10–23: Executive Council meeting
- 2013–10–24: KALW Interview (to be aired in late November)
- 2013–10–28: Meeting with Ed Tech Chair to discuss ACCJC/DoE scrutiny of Distance Ed
- 2013–10–29: Officers meeting
- 2013–10–29: Accreditation Committee
- 2013–10–30: Meeting with the new Chancellor, Trustee Agrella, Lisa Romano, and Lillian M.-D.
- 2013–10–30: Meeting with Dean Lamb and Basic Skills co-chairs
- 2013–10–31: Student Equity Strategies meeting
- 2013–11–04: Crisis Management Team
- 2013–11–05: Officers meeting, including Vice Chancellor Lamb
- 2013–11–05: Accreditation Committee (of the PGC)
- 2013–11–06: Faculty Association Lunch Table (I say that counts. ::moué::)

Upcoming: ASCCC Plenary Session, November 7–9

Workshop on Constituency Roles and Communication, December 6

Draft Job Announcements reviewed (some with suggested changes)

- Construction [PT]
- Motorcycle Mechanics [PT]
- Photography [PT]
- Nurse Practitioner [PT]
- Human Sexuality (IDST) [PT]
- Fashion [PT]

Performance-Based Funding Follow-Up

Some aeons ago the Council asked me to report on the status of performance-based funding. State Chancellor Harris continues to oppose PBF publicly, surely a good sign. Nonetheless, the Student Success Act, SB 1456, will have an effect on the way matriculation is funded in the 2015-2016 academic year. The documents linked below describe the matriculation funding formula and the timeline. Please note that I am using the word “formula” very loosely. I see lots of percentages but no clear way of combining them into a final, calculable figure.

http://extranet.cccco.edu/Portals/1/ExecutiveOffice/Consultation/2013_agendas/April/attach_sb1456_credit_funding_formula.pdf

<http://extranet.cccco.edu/Portals/1/SSSP/Matriculation/SB1456StudentSuccessActOf2012/SB1456ImplementationTimelineStudentSuccessSupportProgram.pdf>

Alas, All Too Human Resources

Matters with H.R. are at something of a stand-off. I do not know whether the Chancellor has been asked to release professional development funds. The search for an Associate Dean of Instructional Support Services has been temporarily suspended. (I can reveal only that “the search was compromised.”) As of this writing (11/6, 10am), the District is not advertising the job. Last week the “Board” appointed an interim. I have received multiple reports from faculty, especially classroom instructors, on search committees that they feel H.R. is treating them disrespectfully. One has even resigned. H.R. has asked for a successor but I have not forwarded any names, nor will I until we can clear the air. Note that H.R. might well decide to proceed without a successor. More recently, H.R. is trying to forbid a search committee from relaxing their minimum quals to the State minimum. Bizarre!

Other Administration Strangeness: I will report orally.

Crisis Management Team items

- During Spring Break, the campus police will conduct “active shooter” drills with mock weapons.
- The DSPS reports that the crisis atmosphere at the College is triggering reactions in their emotionally-troubled students.

Appendix B:

November 6, 2013

Report of First Vice President of the Academic Senate

Karen Saginor, ksaginor@ccsf.edu

Past Meetings and Events

October 23. Committee on Committees.

October 23. Academic Senate Executive Council meeting.

October 29. Accreditation Committee.

[October 30. Jury duty]

November 4. SLO Committee

November 4. Ad Hoc Education Master Plan Committee.

November 5. Accreditation Committee.

Notes, Reports and Drafts.

Memo to Faculty: Ongoing concerns about the Staying Open Plan (aka the Road Map, aka the Accreditation Action Plans.) <http://tinyurl.com/Oct28RMap>

Committee Wrangling Activities

Arrangements made for Curriculum Committee Special Resource members to assist with technical reading of course outlines. 10 volunteers identified to start now.

Committee Vacancy List updated and posted.

Appointment letters sent interoffice to 60 appointees, re-appointees and committee chairs.

Emailed 2nd notices of appointments expiring and solicitation of requests for reappointment to 25 faculty members (chairs cc'd)

CTE committee description final draft received October 30th.

Current version of resolution for ASCCC Plenary that was endorsed by CCSF Academic Senate on October 23rd

(may receive additional polishing from delegates before it is submitted)

Resolution affirming support for diversity and equity in accreditation standards

Whereas, a highly diverse college community has academic value for all students because it creates a rich learning environment that encourages critical thinking while honoring different points of view and supports society's compelling interest in increasing diversity in leadership; and

Whereas improving educational success for all students must include modeling the principles of student equity and fostering respect for diversity, and

Whereas requiring community and junior colleges to make progress in these areas has always been and ought to continue to be included in accreditation standards, and

Whereas the ACCJC is moving towards adopting standards with less focus on the diversity and equity, by making the following changes in particular:

- Draft new ACCJC standards removes language from Standard II.A.1.a. without replacement:

The institution identifies and seeks to meet the varied educational needs of its students through programs consistent with their educational preparation and the diversity, demographics, and economy of its communities.

- Draft new ACCJC standards removes language from Standard II.B. without replacement:
The institution recruits and admits diverse students who are able to benefit from its programs, consistent with its mission.
- Draft new ACCJC standards removes language from Standard II.B.3.d without replacement:
The institution designs and maintains appropriate programs, practices, and services that support and enhance student understanding and appreciation of diversity
- Draft new ACCJC standards removes language from Standard III.A. without replacement:
Consistent with its mission, the institution demonstrates its commitment to the significant educational role played by persons of diverse backgrounds by making positive efforts to encourage such diversity.

Resolved that Academic Senate of the California Community Colleges strongly urge the ACCJC to retain requirements in the standards for colleges to actualize the principles of student equity and foster respect for diversity including a standard that institutions recruit and admit diverse students who are able to benefit from its programs, consistent with its mission; and

Resolved that Academic Senate of the California Community Colleges strongly urge ACCJC to include a standard that institutions demonstrate commitment to hiring and maintaining personnel of diverse backgrounds, recognizing the significant educational role such diversity plays in the education of all students.

Appendix C:

For November
6, 2013. List as
of 11/6/13

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**Committees
with Limited
Membership**

Concert and Lecture	Isles, John	C	English	jisles@ccsf.edu	L200	interest
				-		
Curriculum Special	Dana Labrecque		BEMA	dlabrecq@ccsf.edu	A6	interest
Curriculum Special	Susan Akana		Biological Sciences	sakana@ccsf.edu	S106	interest
Curriculum Special	Dora Dye		Business	ddye@ccsf.edu	C106	interest
Curriculum Special	Andrea Niosi		Library Services	aniosi@mail.ccsf.edu	STATLER	interest
Curriculum Special	Isles, John		English	jisles@ccsf.edu	L200	interest
Curriculum Special	Ginther-Webster, Kimberly		Library Services	kginther@ccsf.edu	R519	interest
Curriculum Special	Saginer, Karen		Library Services	ksaginer@ccsf.edu	R413	interest
Curriculum Special	Apollon, Chantily		Biological Sciences	chantilly.apollon@mail.ccsf.edu	S28	interest
Honors Issues	Sugawara, Jack	c	Counselling	jsugawar@ccsf.edu	S36	interest
International Ed Advisory	Lian, Sue X.	C	Foreign Languages	slian@ccsf.edu	A36	interest
				-		
ITAC	Homer, Susan	C	Social Sciences	shomer@ccsf.edu	L155	interest for resource
				-		
Matriculation Advisory	Sparks, Jack	C	Counseling Services	jsparks@ccsf.edu	A57	interest
Matriculation Advisory	McKnight, Lindy		Counseling Services	-		interest
Student Equity Strategies	Basnage, Teresa	C	English	tlbasnage@ccsf.edu	L 168	interest
Student Equity Strategies	Mueller, Madeline	C	Music	mmueller@ccsf.edu	A44	reup request
Student Equity Strategies	Teti, Frederick	C	Mathematics	fteti@ccsf.edu	L254	reup request
Transfer Issues	Sparks, Jack		Counseling Services	jsparks@ccsf.edu	A57	reup request

Committees with Unlimited Membership						
Career Tech Ed	Heredia, Maria	B	Counseling Services	mheredia@ccsf.edu	E205	reup request
Career Tech Ed	Rosenberg, Stephanie C.	N	Business	srosenbe@ccsf.edu	JAD	reup request
				-		
Non-Credit Issues	Fong, May	N	Consumer Education	mfong@ccsf.edu	JAD	reup request
				-		
TLTR	Isles, John	C	English	jisles@ccsf.edu	L200	interest
				-		
Works of Art	Connell, Kate	C	Library Services	kconnell@ccsf.edu	R413	reup request
Works of Art	Elliott, Nancy	C	Art	nelliott@ccsf.edu	V35	reup request
Works of Art	Pieper, David	C	Social Sciences	dpieper@ccsf.edu	L165	interest