



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 Meeting Minutes Wednesday Oct. 22, 2014, 2:30–5:00pm Evans Campus, 220D

2014–2015 Council Members Present: Anna Asebedo, Susan Berston, Monica Bosson, Steven Brown, Todd Rigg Carriero, Cynthia Dewar, Lawrence Edwardson, Donna Hayes, Wendy Kaufmyn, Kimberly Keenan, Mandy Liang, Lillian Marrujo-Duck, Ghislaine Maze', Carole Meagher, Kitty Moriwaki, Francine Podenski, Lisa Romano, Carol Reitan, Rosario Villasana, Laura Walsh, Debra Wilensky

2014–2015 Council Members Absent: Dayo Diggs, Matthew Duckworth, Dana Jae Labrecque,
On leave: Ms. Bob Davis, Fred Teti

Other Senate Members Present: Rudy Padilla, Kristin Smith

Guests: Susan Lamb, MaryLou Leyba, Pam Mery, Michael Poindexter,

I. Call to Order (2:36pm)

II. Adoption of Agenda Agenda adopted

III. Minutes Approved October 1, 2014 minutes.

IV. Public Comment

- There will be the fourth annual Festival of the Moving Image at the Roxy on November 20th at 7pm. It showcases the work of both Cinema and BEMA students.
- Comment by President Marrujo-Duck at the 10/21/14 AFT Delegate meeting in response to the comment made by State Chancellor Brice Harris regarding restoration.
- 10/23/14 – Please join faculty and students to view the Solar eclipse outside of Ram Plaza with telescopes between 2p and 4p.
- Please attend Nov. 19th to celebrate the diversity and unity of the Foreign Languages department in observance of World Languages Day from 12-1pm in Smith Hall.
- Faculty Association is hosting a Wine & Cheese event on Nov. 13th from 4 – 7pm.
- A CCSF alum recently passed away who was known for his invention of the Bowflex™ exercise device that he created for a CCSF engineering class.
- Friday, Oct. 24th, Wendy & Dana are hosting an AFT2121 gathering at Virgil's Sea Room next door to El Rio on Mission St @ Precita St.

V. Officers' Reports

President Lillian Marrujo-Duck

- The Collegial Consultation Chart is now online to keep the Academic Senate abreast of the ongoing consultations with the Administration.
- There will be an upcoming important discussion on arming the CCSF police. The students held a rally today on the subject and we have a resolution in the parking lot of upcoming resolutions. Chancellor said that consideration of this will not take place until after the new Board of Trustees is seated.
- A Mission Statement was approved at PGC with the word “only” removed. The SEIU President and Classified Senate President were collegial and did not pose any issue to this so it moved quickly through the PGC. The Chancellor has signed off on it. “Lifelong learning” has remained in the Mission Statement. However, the additional 5th bullet point, extrapolating on life learning, was rejected by the Chancellor.
- Academic Senate web site is being reorganized, so please give any feedback. Committee Chairs have been asked to update their agendas and minutes from any meetings they have held this Fall semester.
- Visiting Team will arrive on Nov. 16th. Know the Standards and check the Senate Cheat Sheet if you don’t have time to read over 500 pages.
- Next meeting will have consent calendar to speed up the process of voting for items that we do not wish to discuss. This is for the various Board and Administration Policies coming forth.

First Vice-President Rosario Villasana

- She has been organizing committees and making more communication with the committees in relation to the various constituencies. She has been urging the committees to bring forward their agendas and meetings in order to help update the Academic Senate Committee’s web pages.

Second Vice-President Monica Bosson

- Dana Jae Labrecque is ill today, so we will be pitching in for her.
- At the next meeting there will be a resolution put forth to form an Ad Hoc Awards and Recognitions Workgroup. Some of Executive Council members will be asked to serve.

VI. Committee Appointments – Second Vice President Rosario Villasana

Resolution 2014.10.22.01 Resolution to Appoint Members to Committees

Resolved, The Academic Senate appoint Tracy Burt to the Equity Strategies Committee.

Moved: Todd Rigg Carriero, **Seconded:** Steven Brown, **MCU**
 Not present: Dayo Diggs, Matt Duckworth, Dana Jae Labrecque

VII. Unfinished Business

A. Education Master Plan Update – First Read – Pam Mery

- Thank you to faculty who have put in a lot of time to rework the initial draft to address tone, organization and make the document more readable and approachable. The improved draft is in front of you.
- Two sections – Distance Learning and information on the Instructional Centers are being updated.
- The workgroup has spent a lot of time on Program Opportunities.
- The Goals and Strategic Directions were already recommended by the Academic Senate in April and the PGC in May.

B. Student Equity Report Update – Tracy Burt and Michelle Simotas

- State categories – In the last update to the Executive Council, a question was brought up relating to data on Africans that are not African-Americans. We don't have a category from the African diaspora.
- There should be information on socio-economic factors.
- Equity Researcher needs to be hired. There are many reports that the State has required and they are now asking for every year as opposed to every 3. The current people are strapped and doing everything they can. We are attempting to get as much data and drill down.
- The report should also note what we are doing well in addition to what we need to do better. We should look at the successes and find a way to discover how they are succeeding.
- The data come from the Scorecard data. As noted, we have more than 1,000 Asian students and 200 African-American students.

C. Mission and Vision Statement – Administrative Procedure – Second Read

- College-wide discussion is fostered through collegial governance and participatory governance and other venues. Wherever participatory governance is mentioned, the words collegial governance will also be added.

Resolution 2014.10.22.02 Recommendation of the Revisions to AP 1.00
District Vision and Mission Statement:

Resolved, that the Academic Senate recommend the revisions to Administrative Procedure 1.00 District Vision and Mission Statement.

Moved: Steven Brown; **Seconded:** Francine Podenski; **MCU**
 Not present: Dayo Diggs, Matt Duckworth, Dana Jae Labrecque

VIII. New Business

- A. Basic Skills Funding Recommendations (State Criteria Rubric – Report) First Read and Vote Kristin Smith
- New positions need to be funded. Basic Skills Coordinator would be 80% reassigned time – reallocation. There would be screening and job announcement. It would be open internally to whoever wishes to apply.

Resolution 2014.10.22.03 Recommendation of the Basic Skills Funding Recommendations

Resolved, that the Academic Senate accept and recommend the funding recommendations in the

October 2014 Basic Skills Funding Recommendations Report.

Moved: Francine Podenski; **Seconded:** Carole Meagher; **MCU**
Not present: Steven Brown, Dayo Diggs, Matt Duckworth, Dana Jae Labrecque

- B. BP 6.22 Grading and Academic Record Symbol – 1st Read.
AP BP 6.22 Grading and Academic Record Symbol – 1st Read
- C. BP6.23 Course Repetition – 1st Read
AP 6.23 Course Repetition – 1st Read
- D. BP 6.24 Library Services – 1st Read
AP 6.24 Library Services – 1st Read
- E. ASCCC Resolutions for discussion at Area B meeting on 10/24
- These will be voted on at the 11/5/14 Executive Council meeting.
 - SLO and Faculty Evaluations – Resolution 2.01 (p. Q in packet)
 - Participate and use SLO assessment to improve learning. At State level, they wish to clarify that the faculty are responsible to use the results of the student assessment to improve student learning. Results of students' assessment would not be part of the faculty evaluations.
 - Resolution on CCSF – ACCJC took extraordinary action against one of our member colleges and did not do so in a transparent manner.
- F. Prerequisites – upcoming changes – Susan Lamb
- Lots of “what Susan said” going around. Miscommunication.
 - No prerequisites enforced until Fall 2015. Gives us some time for discussion.
 - She has been working with Curriculum Committee regarding a couple of categories. We currently enforce 22% through Banner, 78% that we are not enforcing, and have a variety of others that are exceptions.
 - A spreadsheet will be created about enforcement of a prerequisite and will go out to the Department Chairs that will ask for details regarding a switch from a Prerequisite to an Advisory as well as those they wish to have a Prerequisite Waiver exam for.
 - Jay Field will access data at SFUSD to see if students took certain classes in high school.
 - Error message for prerequisite should change from a statement to a link that states straightforward steps for a student who clicks on a course to enroll in and links them to the department web page to get more information about the courses they should take in a series.
- G. FPAC process improvement proposal for review – moved to Nov. 5th
- Quick point made regarding an additional set of questions for Program Review that would enhance the FPAC committees decisions like: the number and type of position you're requesting, are there special considerations, such as single-person department, hard to recruit and hard to retain a position, what would the funding source be, etc.

Adjourned: 5:13p