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 Minutes
Wednesday Jan. 14, 2015, 2:30–5:00pm
Ocean Campus, MUB 140

2014–2015 Council Members Present: Anna Asebedo, Susan Berston, Monica Bosson, Steven Brown, Todd Rigg Carriero, Cynthia Dewar, Ms. Bob Davis, Dayo Diggs, Matthew Duckworth, Lawrence Edwardson, Donna Hayes, Wendy Kaufmyn, Kimberly Keenan, Dana Jae Labrecque, Lillian Marrujo-Duck, Ghislaine Maze´, Carole Meagher, Francine Podenski, Carol Reitan, Fred Teti, Rosario Villasana, Debra Wilensky

2014–2015 Council Members Absent: Mandy Liang, Kitty Moriwaki, Lisa Romano, Laura Walsh

Other Senate Members Present: Venette Cook, Beth Ericson, Sue Homer, Hal Huntsman, Vivian Ikeda Lorelei Leung, Susan Lopez

Guests: Steve Bruckman, Carl Jew, Susan Lamb**,** Don Newton, Michael Poindexter

I. Call to Order (2:39p)

II. Adoption of Agenda

Agenda adopted

III. Public Comment

- A letter was passed among the Executive Council regarding contract negotiations.
- A comment was made about the presentation of Board Policy 1.8 on Nov 22, 2014 and how the Civic Center Campus was missing from that board policy.
- Francine Podenski will be convening the Ad Hoc Workgroup to review and recommend changes to the Academic Senate Bylaws on a forthcoming Monday or Friday.

IV. Officer Reports

President Marrujo-Duck reported:

- There is a general agreement among faculty that we must respond to multiple examples of bad decisions made by upper administration. In order to make a statement about this, we need to have discussion among all faculty with supporting documentation of our findings. This is precedent-setting across the state, and we need to hear from a broad opinion before we set about admonishing the administration. We must have effective results. Please attend the board meetings.

In lieu of the three other officer reports, a video was shown of the January 12, 2015 first day of classes at the Civic Center Campus where students were directed to Gough St for a Feb. 2nd, late start due to the sudden closure of the Civic Center Campus.

V. Committee Appointments

Resolution 2015.01.14.01 Appointment of Members to Committees

Resolved that the Academic Senate ratify the nominations to the Limited and Unlimited Committees.

- SLO Committee - Joshua O'Neal, Interdisciplinary Studies
- Basic Skills Committee - Elizabeth Brock, English

Moved: Steven Brown; **Seconded:** Dana Jae Labrecque; **MCU**
Not present: Todd Rigg Carriero, Mandy Liang, Kitty Moriwaki, Lisa Romano, Laura Walsh

VI: New Business

A. Academic Senate Program Review – Rosario Villasana

Resolution 2015.01.14.02 Academic Senate Program Review

Resolved, that the Academic Senate approve the January 2015 Academic Senate Program Review as presented.

Moved: Steven Brown; **Seconded:** Francine Podenski; **MCU**
Not present: Todd Rigg Carriero, Mandy Liang, Kitty Moriwaki, Lisa Romano, Laura Walsh

B. Proposed Reorganization Impact Chart – Lillian Marrujo-Duck

- Encourage everyone to contribute to the Impact Chart. This is how we cite implications to the 10+1.

C. Formal Senate Opposition to Reorg Process – Monica Bosson

Resolution 2015.01.14.03 Academic Senate Recommendation to Board of Trustees on Department Reorganization

Whereas, faculty at CCSF are the experts in curriculum development, teaching practices, student engagement, professional development, cross-disciplinary collaboration on course development, and other areas of student success; and

Whereas, the Administration has proposed a department reorganization without engaging in collegial consultation with the Academic Senate on important 10+1 matters and thus the reorganization plan lacks the benefit of broad faculty expertise in these areas; be it therefore

Resolved, that the Academic Senate formally recommend that the Board of Trustees not approve any department reorganization plan until such collegial consultation has been genuinely engaged in; and

Resolved, that the Academic Senate formally recommend that the Board of Trustees direct the Chancellor to abide by accepted Board Policy and Education Code and genuinely engage in collegial consultation on the 10+1 matters affected by any proposed change in department structure.

Moved: Monica Bosson; **Seconded:** Dana Jae Labrecque; **MC**
Abstentions: Anna Asebedo, Steven Brown, Cynthia Dewar, Francine Podenski, Carol Reitan
Not present: Mandy Liang, Kitty Moriwaki, Lisa Romano, Laura Walsh

D. ASCCC Diversity Award – Monica Bosson / Ghislaine Maze´

- There is another opportunity for a faculty award. The Stanback-Stroud Diversity Award is a $5K award that can go to a single or group nominee; there is only one from each college. This includes F/T and P/T faculty classroom or non-classroom.
- There is an award rubric for the Senate to review and they are now collecting names for the nomination.
- The names of the nominees will be distributed before our next meeting when we will vote on one. This is due by Feb. 9th to the ASCCC.

E. Student Services Update – Michael Poindexter

- Congratulations to all on the Restoration decision by the ACCJC.
- Information on strategies to alert the students who were dropped during the Jan. 6 drop date.
- Student Services delayed the fee process and used both CCSF and personal email to alert the students to pay. They were also notified on the homepage of the CCSF web page and on the Web4 schedule page.
- Volunteers came in over the holiday 12/22 – 1/3/2015, holding extended hours until 7p.
- Students were informed of the BOG Fee Waiver. This was also advertised in The Guardsmen newspaper. 80% of the Financial Aid students qualify for the waiver.
- The $26 cut off to drop was raised to $257.

Senate comment and questions:

- Concern about the strategy to drop students with early registration times who plan and enroll in advance, but allow the add students to have an 8-week payment deadline after the start of the semester. This is an odd strategy to punish those who plan in advance.
- Answer: this is the way we find out who will be in the seats in advance of the start of the semester. We need an aggregate account of the students who will show up the first day.
- Concern over students who are dropped from a class that they need for transfer.
- Concern over the complicated processes and exemptions that Counselors do not see as it is not made clear nor widely known that there are exemptions.
- Our enrollment has dropped consistently, and some feel there is a concerted effort to downsize the college through the difficult registration process.

- Michael Poindexter stated that they are doing everything they can to bring this back to a 100k student institution. He is here to grow the college. He has never been a part of any meeting that speaks to shrinking the college.

F. Civic Center Closure – Administration

Steve Bruckman, Ron Gerhard (via phone-in), Carl Jew, Susan Lamb, Michael Poindexter, and Fred Sturner.

- President Marrujo-Duck requested a 10-minute informational report on the closure of Civic Center Campus.
- State Process to put forth proposals to obtain funds to remodel / renovate / or seismically retrofit and upgrade buildings. Every district is supposed to draft a five-year capital outlay plan.
- There was a prior scan of existing facilities. For projects that would be state-fundable, we haven't had a capital outlay state bond since 2006.
- July 2014: the Special Trustee addressed the phase of the buildings from an Initial Project Proposal (IPP) into a Final Project Proposal (FPP). A list was created of the three buildings that rose to a level of higher priority. This began during the summer and continued until when the FPP was sent for process.
- They had to go out to obtain outside architects, mechanical, and structural engineers. Those 3 reports are part of what is submitted to the State. We had learned through those evaluations that the type of buildings with unreinforced masonry, during the past 10 plus years, has been widely known to be problematic and do not withstand earthquakes very well. Many of the other CCs have already gone through addressing their unreinforced masonry buildings.
- The outside professional reports revealed that 750 Eddy Street imposes a hazard or risk. We submitted the FPP in late Sept and early Oct. and learned that the Governor rejected the proposal for a capital outlay bond.
- Division of the State Architect (DSA) email of Oct. 27, 2014 when they contacted Jeff Hamilton following up on an investigative article about the safety hazard and risk of unreinforced masonry asking why CCSF had not done anything to address the safety issues.
- Someone in Oakland and Sacramento reached out to us to find out what the College was going to do moving forward. CCSF is obligated to take immediate action to fix it. That is what we are responding to ultimately.

The Council asked many questions of the admin representatives. See Appendix A for a summary.

Resolution 2015.01.14.04 Call for a District Facilities Committee

Whereas, the 2014 CCSF Self Evaluation listed the creation of a District Facilities Committee as one of the necessary actions items to assist in meeting accreditation requirements; be it therefore

Resolved, that the Academic Senate recommend that the District immediately form and begin to call regular meetings of a District Facilities Committee.

Moved: Steven Brown; **Seconded:** Ms. Bob Davis; **MCU**

Not present: Mandy Liang, Kitty Moriwaki, Lisa Romano, Laura Walsh

Motion to spend the time remaining on the process and timing of the decision for the closure of Civic Center.
Moved: Ms. Bob Davis; **Seconded:** Anna Asebedo; **MCU**
See Appendix A for a summary.

Adjourned 5:18pm

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APPENDIX A

F. Civic Center Closure – Administration

Senate comments and questions:

- There does not appear to be anything in that email that warrants an immediate shutdown. Do you have anything to show that is more immediate?
- Answer: There is nothing in more emails or a report that is so explicit that you must shut down immediately. Neither the DSA nor the structural engineer reported that we must close the building down. It's a local decision. He quoted the Field Act.
- If the College doesn't do anything to fix the building, the DSA could put a red tag on the building. They are in a fact-finding mission right now
- If a district is aware that a building does not meet codes or standards, the Field Act, and something happened to a student by the district failing to take immediate action, the risk and the liability falls upon the Board and the Chancellor. *There is a theory that it may be a personal liability as opposed to a district liability.*
- Senate question: Are there other buildings that we should be aware of?
- Answer: At this point in time, to his knowledge: no.
- As we have talked in the planning committee and other venues, now that we have the Education Master Plan completed, we are going to create a new 10-year Master Plan to replace the 2004 Facilities Master Plan.
- A Facilities Condition Index (FCI) will be done with an FPP for Civic Center and Cloud Hall to evaluate the structural integrity of the buildings – plumbing, electricity, etc.
- Senate concern over a newspaper article causing a closure of this size and with no warning prior to FLEX day. The FPP was submitted in the beginning of October. Are we not grandfathered in with a 1910 building?
- Answer: Fred Sturner: No, we are not grandfathered. It's not based on the age of the building. There are numerous instances where unreinforced masonry has failed to uphold in an earthquake. YES, this was a local decision.

Senate moves to spend the remaining time of the meeting on the Civic Center Campus closure.
Moved: Steven Brown; **Seconded:** Dana Jae Labrecque; **MCU**

- So the decision of the schedule and timing of the closure was a local decision. Ron Gerhard - yes.
- Senate comment: This local decision was based on the three reports done on the FPP, right? It was primarily based on the specific August report.
- Ron Gerhard: Yes – pretty much based on that report. We don't meet Field Act and code.

- Senate question: if in August, the decision was made to renovate Civic Center in 2017 and the letter from Jan. 12th from Herbert Lamb at DSA does not state an emergency, then who told us that it's an emergency to close the Civic Center campus?
- The decision was based on funding.
- Why were real estate agents engaged to help look for new spaces for the classes rather than asking for faculty assistance?
- Answer: the administration did not want to make this known to the public.
- Senate: So the faculty are considered part of the public and not part of the decision-making of the college?
- Answer: there is no policy to curtail or impede the faculty input.
- Senate: A licensed engineer would point out if there was an immediate hazard. Reading the report, it points out that there are problems but there is nothing that indicates that it is an immediate problem. There is a liability if a licensed engineer exaggerates the danger because a Red Tag on a building can lead to legal issues like breaches of contract for tenant leases, and labor contracts.
- Ron Gerhard: The DSA is an oversight agency. They put in writing that we do not meet the Field Act implying, but not explicitly stating, non compliance to Field Act Standards.
- Senate: this is the exact reason why we need AB1725. Had the senior administration made a decision to bring in the ESL faculty and the Department Chair then this chaos could have been thwarted. This is a tight-knit community and we could have had help from others.
- Senate: If we did not get the state bond for the reconstruction of the building, where does the funding come from now? It appears that we are in early stages of finding an architect. This site could sit, unused, for up to three years.
- Ron Gerhard: The funding will come from the state. The Health Life Safety issues must be immediately addressed. We are now thinking about how to reach out to FEMA to explore every option to get state of federal funding to renovate or reconstruct the building rather than use our local dollars. An architect has been engaged. We are in the infancy on this project. Architects will sit down with stakeholders, etc. That will happen and have to happen. That which takes the most time is to get the plans drawn up.
- Senate: Then you agree that this will take about 3 to 4 years. This is a very lengthy process. Why would students be moved out from a project at its infancy?
- Ron Gerhard: The existing building poses a risk.

Motion to spend the time remaining on the process and timing of the decision for the closure of the Civic Center Campus.
Moved: Ms. Bob Davis; **Seconded:** Anna Asebedo; **MCU**

President Marrujo-Duck asked: "Ron do you have anything to say about the decision-making process and not addressing the people who should have been consulted about this?

- Senate: the week of the 5th of January, people were not safe. Carl Jew learned of the decision to relocate on that Monday at noon. Students were coming in to obtain programs about coming to school.

- Carl Jew confirmed that Monday – Wednesday of that week, students came through to get program information. We are in the process now of vacating the building, and he has told staff that they could contact their union.
- Senate: So, even though it had already been decided to close the building, non-English speaking students were handed their "programs" (paper schedules of assigned classes, room numbers, etc.) telling them to report to 750 Eddy St. on Monday January 12th. It's not the closing of the Civic Center campus, but rather the way it was done. It's the place of safety for new immigrants. This college is about a community and that has been exploded and at a time when we are supposed to be touting equity. The Senate will have to take some sort of action. I hope you have learned something about this college and understand that you have lost a lot of ground. This is beyond fence-mending. We are worse off than we were a year ago…
- Senate question: Where is the Chancellor and the President? I thought we hired a President to be the "boots on the ground" as the Chancellor described during the hiring. This is the first week of school, a campus has been suddenly closed, and we have no President here to oversee this?
- Michael Poindexter: the President and Chancellor are at a state budget meeting.
- Senate: The real issue is how this was done, not that is was done. Tough decisions have to be made every day. If this was known in August, October, November, why did people find out on Friday? The input from faculty is required by AB1725 which is supposed to help you. And please remember to include Classified Staff and our students for input.
- Final comment: The Senate realizes that the administrators in attendance here today are having to speak for and take the fall for the missing Chancellor and President. This is duly noted.