



# 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, February 11, 2015, 2:30–5:00pm Room 109 – Mission Campus

**2014–2015 Council Members Present:** Anna Asebedo, Susan Berston, Monica Bosson, Steven Brown, Dayo Diggs, Lawrence Edwardson, Wendy Kaufmyn, Kimberly Keenan, Dana Jae Labrecque, Mandy Liang, Carole Meagher, Francine Podenski, Lisa Romano, Carol Reitan, Fred Teti, Rosario Villasana, Laura Walsh, Debra Wilensky

**2014–2015 Council Members Absent:** Cynthia Dewar, Todd Rigg Carriero, Ms. Bob Davis, Matthew Duckworth, Donna Hayes, Ghislaine Maze', Kitty Moriwaki

**Other Senate Members Present:** Venette Cook, Vivian Ikeda, Susan Lopez, Wendy Miller, Madeline Mueller, Kristina Whalen

**Guests:** Rick Fillman, Pam Mery, Fred Sturner

**I. Call to Order (2:42pm)**

**II. Adoption of Agenda**  
Agenda adopted

**III. Approval of Minutes**  
1/14/15 & 1/28/15 approved

**IV. Public Comment**

- Bylaws Review Meeting Feb 2/23 from 3:30 – 5:00 Ax170. Please review the current Senate Bylaws in advance and be familiar with the area you wish to update.

**V. Officers' Reports**

President Marrujo-Duck reported

- We seek a NonCredit, CTE, Student Services, CurricUnet support Coordinator with a .6 reassigned time.
- The accreditation timeline is moving up, and we are about to put out a call for people to volunteer for workgroups now. The various workgroups would help create the action plan. We need people from Student Services on the Accreditation Steering Committee. There is currently no one from Student Services while 10 of the 32 deficiencies are from the area of Student Services.

- The Participatory Governance Council needs to begin functioning as a governing body with less report outs and more true governing.
- Jim Grivitch is adopting a document to move policies between the Academic Senate and PGC. He has been hired as a consultant to write our policies and procedures.

First Vice President Villasana reported:

- There are planning and structuring meetings for Program Review and the Department Reorganization. Please look at the collegial consultation chart on the web site to see what has been keeping the officers busy and what you can do to help.
- She is coordinating a self-evaluation of the committees of the Academic Senate. Currently, it's in a draft form and will be ready after feedback. There is focus on the new 2014 Accreditation Standards that their committee now addresses.

Second Vice President Bosson reported:

- The names for the Diversity Award would put forward, and it's a shame that we could only send one person forward. She fielded an idea to the Chancellor as to how we can get the word out to celebrate all that our faculty are doing. He requested short paragraphs of the faculty who have been nominated for award to be included in his forthcoming "State of the College Address."

Secretary Labrecque reported:

- The Chancellor expressed interest in attending a future Council meeting to discuss his Department Reorganization Plan.

## **VI. Committee Appointments – Rosario**

### **Resolution 2015.11.02.01 Appointment of Members to Committees**

Resolved, that the Academic Senate appoint the following faculty to these committees:

Unlimited membership

- **Teaching and Learning with Technology Roundtable**  
Rebecca Ancheta - Behavioral Sciences

Limited membership:

- **Program Review Committee**  
Loren Bell - English Dept.  
Monica Bosson – English Dept.  
Dana Jae Labrecque – BEMA Dept.  
Mark Piper - LGBT Studies Dept.
- **Curriculum Committee**  
Dora Dye - Small Business Dept., (Area A)  
Marie Osborne – Counseling Dept., (Area F)

**Moved:** Steven Brown; **Seconded:** Carole Meagher; **MCU**

Not present: Cynthia Dewar, Todd Rigg Carriero, Ms. Bob Davis, Matthew Duckworth, Donna Hayes, Ghislaine Maze', Kitty Moriwaki

**Resolution 2015.11.02.02      Other College Committees**

Resolved, that the Academic Senate appoint the following faculty to these other College Committees:

New:

- District Capital Outlays (formerly referred to as Facilities Review Committee)  
Andrew Chandler - Architecture Dept. - Member  
Suzanne Pugh - Art Dept. - Member  
Erika Delacorte – ESL Dept. - Member  
Muriel L. Parenteau - Disabled Students Programs & Services - Member  
Madeline Mueller - Music Dept. - Resource

PGC:

- Diversity Committee  
Pablo Rodriquez - Transitional Studies Dept. - Member  
Andrew King – English Dept. - Alternate

Independent:

- ITAC  
Kimberly Ginther-Webster - Library Services - Member

**Moved:** Steven Brown; **Seconded:** Mandy Liang; **MCU**

Not present: Cynthia Dewar, Todd Rigg Carriero, Ms. Bob Davis, Matthew Duckworth, Donna Hayes, Ghislaine Maze', Kitty Moriwaki

**Resolution 2015.11.02.03      DEA Subcommittee**

Resolved, that the Academic Senate ratify the appointment by the Curriculum Committee of a DEA Subcommittee.

Moved: Fred Teti; Seconded: Monica Bosson; MC

One abstention: Dana Jae Labrecque

Not present: Cynthia Dewar, Todd Rigg Carriero, Ms. Bob Davis, Matthew Duckworth, Donna Hayes, Ghislaine Maze', Kitty Moriwaki

**VII: Unfinished Business**

A. Consent Agenda

**Resolution 2015.11.02.04      Consent Calendar**

Resolved, that the Academic Senate recommend the following resolutions on the Consent Calendar, including:

- Resolution to Appoint Election Commissioners:  
that the Academic Senate appoint James Armstrong and Karen Saginor as the 2014 Senate Election Commissioners
- Resolution to Accept the Election Materials:  
that the Academic Senate approve the 2015 election materials.
- Special Meeting Resolution:  
that the Academic Senate hold a special meeting on February 25th from 2:30 to 3:00, prior to Bipartite, in order to consider the final AB86 Report.
- BOG Nominations:  
that the CCSF Academic Senate endorse the following nominees who are applying for the vacant faculty seat on the Board of Governors for the California Community Colleges: Susan Lopez, Alisa Messer, and Karen Saginor.

**Moved:** Steven Brown; **Seconded:** Dana Jae Labrecque; **MCU**

Not present: Cynthia Dewar, Todd Rigg Carriero, Ms. Bob Davis, Matthew Duckworth, Donna Hayes, Ghislaine Maze', Kitty Moriwaki

### VIII. Unfinished Business

- A. 750 Eddy Street Resolution – Steven Brown, Wendy Kaufmyn, Carole Meagher, Rosario Villasana, Debra Wilensky

#### **Resolution 2015.11.02.05                      750 Eddy Street**

Whereas, in accordance with California law, specifically, Federal Education Code, AB 1725, and Title 5, it is the policy of CCSF Governing Board to rely primarily upon the advice and judgment of the Academic Senate in regards to academic and professional matters, including student preparation and success as well as accreditation, planning and budgeting; and,

Whereas, the decision to close the 750 Eddy building and postpone/relocate classes was made outside of CCSF's Board Policies 1.02 Powers and Duties of the Board; 1.05 Regular Meetings of the Board; and 1.07 Special and Emergency Meetings; and,

Whereas, the ACCJC Restoration Evaluation Report dated January 14, 2015, recommendation IV.A.1 indicated that CCSF needed to improve processes to receive input and issues for consideration from constituency groups at the Planning and Governance Council (PGC) in order to broaden participation in college governance; yet the issue was not raised in the PGC nor was a participatory Facilities Advisory Committee called; and,

Whereas, the sudden relocation of 750 Eddy classes has been a harmful interruption to the education and job prospects of San Francisco's most vulnerable populations in the Tenderloin neighborhood, namely, the 1,000 English language and basic skills learners seeking to complete their educations in an accessible neighborhood; be it,

Resolved, that the Academic Senate urge the BOT to uphold the promise from Chancellor Tyler when he closed the facility in January 2015 to fully restore the

original structure within three years, or if that is truly not practical, rebuild a well-designed campus to fully serve the Tenderloin community and maintain the Civic Center Campus' historically rich profile; and be it further,

Resolved, that in the future, the Chancellor follow Federal and State Education law and CCSF Board Policies; as well as Collegial Consultation as required by the ACCJC 2014 Accreditation Standard IV.

**Moved:** Dana Jae Labrecque; **Seconded:** Steven Brown; **MCU**

Not present: Cynthia Dewar, Todd Rigg Carriero, Ms. Bob Davis, Matthew Duckworth, Donna Hayes, Ghislaine Maze', Kitty Moriwaki

- Resolution: Lack of Reliance on Faculty Expertise in Relocation Civic Center Classes - Fred Teti and Lillian Marrujo-Duck - Withdrawn

## IX. New Business

### A. Institutional Set Standards – Kristina Whalen

#### **Resolution 2015.11.02.06 Recommendation of February 2015 Institutional Set Standards**

Resolved, That the Academic Senate recommend the February 2015 Institutional Set Standards.

**Moved:** Wendy Kaufmyn; **Seconded:** Fred Teti: **MCU**

Not present: Cynthia Dewar, Todd Rigg Carriero, Ms. Bob Davis, Matthew Duckworth, Donna Hayes, Ghislaine Maze', Kitty Moriwaki

### B. Discussion on Accreditation Issues and Disaggregated Learning Outcomes and Accreditation Timeline

- This is a brainstorm as to how the Academic Senate plays a role in how this should happen.
- The disaggregation of student data is a way to make decisions about underserved populations, but it's not legal for us to report data for each student in order to make a data analysis.
- The email explanations regarding the collection of data from our SLO coordinators needs to be simplified in a bullet pointed, succinct template.
- Some departments are already working on a way to simplify the data collection.
- There is a reading by Jay Torlakson regarding how faculty face decreased pay and increased workload,
- Suggestions were made about a drop down menu similar to a grading menu to be used in a degradation of our grading function
- In an English Curriculum meeting, the department was trying to figure out the easiest way to do this work and keep it meaningful. We need to assess in one semester and have the next semester to figure out the changes to make from the outcomes. One suggestion is to choose one SLO at each level and every instructor will assess the same SLO. It would be great to have a button on the Web 4 page when grading.

- Many faculty understand that an SLO and a grade are different. Some faculty who teach classes that have 90+ students hope that there could be something on Web 4 in one place to enter all data. Perhaps one option would be to be able to enter the grade and the SLO in an assessment checkbox and include drop-down menus side-by-side, but not have two different software programs.
- Clarification should be made on the number of SLO's to be assessed every semester. There is confusion about the number and how often.
- Concern as to how to serve noncredit.
- There are new requirements in Program Review as well.
- It is important to read the Visiting Team Report regarding Standard II. It is approximately 50 pages of reading. This will help with much of this discussion.
- If faculty saw a benefit from this work, they would be more incentivized.

C. Committee Self Evaluation Survey – reported in First VP officer report.

D. AB86 Report - Wendy Miller

- This is a summary of the process of the report. On July 1st, the work began on this in earnest. Prior to that, a core team was organized and had met for 8 months prior to receiving the grant. We needed to hire consultants to assist us as the level of work was not able to be done “in house”. There was no reference to the academic calendar – July 31 / Oct. 31 and Dec 31 – and the final draft is due on Mar 1. It must be the State's hands by March 1. Grant runs through June 30<sup>th</sup>.
- We have no regional occupational centers, no adult schools, and our consortia is in the SFUSD. Draft reports have been a series of iterative reports as to how we expand and streamline our educational services in the City and County of SF.
- The goal sheet was reviewed.
- The group of the Fantastic Five, comprised of Erin Denney, Kristin Charles, Michael Poindexter, Susan Lamb, Wendy Miller and moderated by Gohar Momjian, requests Senate approval and sees that the Council has volunteered for a special Feb. 25<sup>th</sup> meeting for final version of AB86. It is due Feb. 26<sup>th</sup>, so this is timely.

E. Faculty Rights to evaluate administrators – move to discuss at next meeting

## **X. Reports**

A. People v. ACCJC Lawsuit Update – Lillian Marrujo-Duck

- The Academic Senate now has Alan Davis of San Francisco as our pro bono attorney who assisted us with a letter that the officers submitted to City Attorney Herrera's office. The letter mirrored the request of the District. The letters both request a revocation of the termination decision.

## **XI. Open Forum**

- There was discussion regarding the timing of the reinstatement of the elected Board of Trustees, the announcement of a new Special Trustee With Extraordinary Powers, process, violations, a BOG letter, and the SF Board of Supervisors.

Adjourned: 5:18pm