



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, May 6, 2015, 2:30–5:00pm

Mission Campus, Rm 109

2014–2015 Council Members Present: Anna Asebedo, Susan Berston, Monica Bosson, Cynthia Dewar, Matthew Duckworth, Lawrence Edwardson, Donna Hayes, Kimberly Keenan, Dana Jae Labrecque, Mandy Liang, Lillian Marrujo-Duck, Carole Meagher, Kitty Moriwaki, Francine Podenski, Lisa Romano, Fred Teti, Rosario Villasana, Laura Walsh, Debra Wilensky

2014–2015 Council Members Absent: Steven Brown, Todd Rigg Carriero, Ms. Bob Davis, Dayo Diggs, Wendy Kaufmyn, Ghislaine Maze´, Carol Reitan

Other Senate Members Present: Korey Brunetti, Sheila McFarland, Kristin Smith

Guests: Steve Bruckman, Pam Mery

I. Call to Order (2:52)

II. Adoption of Agenda

Agenda adopted

III. Approval of Minutes

IV. Public Comment

- Promotion of Project Survive and Leslie Simon: Senate member Edwardson encourages us all to invite her to our classroom as he did for a rewarding experience for students.
- The San Francisco Planning Commission held another meeting regarding the Balboa Park reservoir to a packed MUB140, however, there was no opportunity for people to make public statements.
- Please attend the final Enrollment Management Colloquy sessions in Wellness 103 on the next two Fridays from 12p – 2p. They provide a good opportunity to ask a lot of questions.
- There is concern that there will be no site supervisors at the Downtown campus. One Senate member heard about this from Atilla Gabor. Someone suggested that the SEIU be notified immediately.
- KM Meeting 3 – 5 MUB room? Approaches to disaggregated data – that activity was written into the equity plan.
- The Faculty Association hosts the annual Faculty Retiree party in Pierre Coste on Friday, May 8th. Please attend to honor our 50+ retirees.

- The Academic Senate navigation link is finally where it should be in the dropdown menu ABOUT CITY COLLEGE on the home page. Thank you Dana Jae Labrecque!
- There is concern from Counselors who expressed the need for information to provide to the students coming to CCSF from [the now defunct] Heald College and whether these students will be able to transfer, use their units, and obtain Financial Aid. We need to be able to inform them properly and have integrity.
- Please use this issue to take the opportunity to go through the proper process and formal it on the CCSF *Engage!* chart.
- Information was provided regarding the Math and English waiver process through the Office of Matriculation. The Math department has always examined the Heald College math courses and accepts three courses from Heald for Math 60 – remedial algebra. Alexander Cox is the new eligibility coordinator and will be looking at the English placement.

V. Officers' Reports

President Marrujo-Duck reported:

- This Summer there are two important Executive Council in June for important votes on the Reconsideration among other things. She would like the Executive Council to consider the paperwork that is being put forth as a result of the injunction process.
- Next Wed after the Executive Council meeting, there will be a discussion of the Injunction and Reconsideration Process. Our current ALO will leave at the end of May and she has planned her to spend her vacation through her June leave date.
- CCSF *Engage!* to be discussed that add committees to PGC – a district Program Review Committee will be requested to be revamped. There are many activities taking place throughout the college that do not properly engage the governance structure and this is an accreditation issue. For example, the President of Ocean Campus and Centers has been meeting with Center Deans about Program and Pathways. Those meetings do not include the expertise of Chairs nor Faculty. Your voices would be helpful at the PGC meeting tomorrow. Please attend.
- Coordinator positions close on Monday the 11th.

First Vice-President Villasana reported:

- She will save her report for Committees on Committees update.

Second Vice-President Bosson reported:

- The Program Review committee created a rubric to evaluate question 2 of Program Review and proceeded to provide valuable feedback to departments and programs about their responses. She highly recommends attending one of these evaluation meetings and join the Program Review committee.

Secretary Labrecque reported:

- Happy to no longer have her name on the complaint restraint list.

VI. Committee Appointments

Resolution 2015.05.06.15.01 Appointment of Members to Committees

Resolved, that the Academic Senate appoint the following faculty to these committees:
Unlimited Membership – None

Program Review

Simon Hanson – Biological Sciences

Faculty Position Allocation Committee

Maria Heredia – Counseling (new)

Rosario Villasana - CDEV

Learning Communities and Career Pathways

Kristina Whalen – Speech Communication

Planning Committee

Erin Denney – English

Moved: Fred Teti; **Seconded:** Donna Hayes; **MCU**

Not present: Steven Brown, Todd Rigg Carriero, Ms. Bob Davis, Dayo Diggs,

Wendy Kaufmyn, Ghislaine Maze', Carol Reitan

- Petrina Chi is a Physical Education & Dance – she is not officially in Counseling
- The “Resolved” on this resolution were split to provide discussion on a nomination for Student Equity Strategies Committee. (MC)
- Petrina Chi was thought to have come from counseling, but here discipline is Physical Education & Dance
- Information point made that she is the athlete’s counseling advisor.
- The department affiliation is based on the Chair of the department that is responsible for the faculty evaluation.
- There should be proper balance of academic and student services representation on the Student Equity Strategies Committee.

Resolution 2015.05.06.02 Appointment of Members to Committees

Resolved, that the Academic Senate appoint the following faculty to this committee:

Student Equity Strategies Committee

Petrina Chi – Physical Ed & Dance Advisor

Moved: Rosario Villasana; **Seconded:** Lawrence Edwardson; **MC**

Nay: Fred Teti; Abstentions: Dana Jae Labrecque, Debra Wilensky

Not present: Steven Brown, Todd Rigg Carriero, Ms. Bob Davis, Dayo Diggs, Wendy

Kaufmyn, Ghislaine Maze', Carol Reitan

VII: Consent Agenda

- All consent resolutions pulled save for the following:

Resolution 2015.05.06.03 Rollover of Faculty Travel Funds

Whereas, the Faculty Travel Document, a legally binding agreement between the District and the Academic Senate, does not limit the sources of travel revenues to be used in the faculty travel calculation; be it therefore,

Resolved, that the District provide a full and accurate accounting of all monies spent on District travel for academic year 2014-2015; and be it further

Resolved, that the District immediately follow the Faculty Travel Agreement by setting aside 50% of all monies spent on District travel for disbursement according to the Faculty Travel Agreement.

VIII. Old Business

A. Accreditation Issues - President Marrujo-Duck

Background

- On April 8th, the ACCJC provided a report of “evidence” of deficiencies. They used the 78-pages of the 2013 Visiting Team Report and added fill-in to the other 10 deficiencies that were not provided to us to address. ACCJC did not follow Judge Karnow’s orders and there has been open discussion about next steps.
- Steve is leading the response to the injunction process. We have the ability to request that Steve Bruckman write a request of the City Attorney to address Judge Karnow on the failure of the ACCJC to do what they were ordered.
- The ASCCC passed a resolution to lobby state Senate leaders to enact a law that requires an accreditor to provide evidence whenever they find deficiencies.

Senate discussion with Steve Bruckman:

- The Senate questioned why wouldn’t we write a letter to the City Attorney?
- Steve Bruckman did not have a legal answer for the Senate (he stated). He can only say that the City Attorney’s office has been very helpful in litigating this case and have provided a lot of effort. His sense is that the City Attorney wants to do other work and feels completion. He does not have direct feedback from the CAO. If CCSF were to write a letter that it’s very important to us, he thinks it would put Herrera in an uncomfortable position that may be politically problematic. It may not have an effect. Whether or not Herrera gets engaged may not matter. There are people working behind the scenes - AFT2121. He is going to work with the City Attorney office to go back to the table. His concise summary on what ACCJC provided: The Commission looked deeply at the parts of the team report that pertained to those 10 items. They made their case that the college did not comply. The team report found that the compliance was there, but when you read through it there was a lot of “will meet”, “has partially met”, and “expected to meet”, a certain standard and this is not compliant.

- The Senate asked, what makes you think Attorney Herrera is no longer interested?
- Bruckman – It’s what they have done and not done, not what they have said. Since the April 8th letter came out, they have not done much. The CAO was asked to provide their legal opinion on this document that the commission sent out, asking whether they think it complies with Judge Karnow’s order. The CAO has not provided any legal analysis to him. They have actually asked Steve what *he* thinks. On April 13th, after receiving the ACCJC letter on April 8th – Steve met with several involved constituents to hear their opinions. Grave concerns were presented which he took to the Chancellor. The Chancellor told him that he wants to stand with the faculty on this.
- The Senate voiced concerned over the time it has taken to do anything and this seems like a very spineless response now that it’s May 6th and still nothing has been done. The CAO has likely wanted to see CCSF take a bold stand on this, but they hear nothing but a “What do you think?” from the CCSF legal counsel. It seems too little to late at this point, though a letter should be written immediately.
- The Senate expressed the reminder that our administration, our STWEP actually, told City Attorney Herrera that it wasn’t even necessary to file an injunction. We would have been closed had they not pursued that legal response. Now, we don’t have a letter yet written requesting that the Judge be notified that the ACCJC has not provided evidence.
- Bruckman stated the he has been meeting with AFT2121 attorney, Bob Bezemek and AFT2121 President, Tim Killikelly. Together, they have been working on this and are frustrated that there isn’t a meeting with the CAO.
- There is Senate concern over imbalance of enthusiasm. Both previous STWEP Agrella and State Chancellor Harris requested that the CAO *not file* the injunction. While the CAO stood up and fought for the college, the CCSF administration did not vigorously do so with the case, and didn’t argue the points in the Show Cause determination.
- Bruckman agreed with what is being said by the Senate. He called a meeting yesterday in light of things that hadn’t happened over these past few weeks.
- Senate agreement that a letter should be sent as soon as possible and it should state that we are grateful to CAO for their interest in assisting the college. There is much Senate concern over the delay in sending a letter.
- Senate requests a paper trail on record that states our objection to the ACCJC’s lack of evidence in their letter to CCSF, because if we don’t say anything in writing that would signify we have no arguments with it.
- Senate concern over our ALO no longer in position; that she intends to leave at the end of May. Steve Bruckman also leaves on vacation in the first two weeks of June. This leaves the Academic Senate, once again, being left to deal with the reconsideration response. This is an example of the administration not backing us up.
- A reminder from a Council member: San Mateo CC District Chancellor Ron Galatolo appeared at Ocean Campus twice with Representative Jackie Speier. The State sent a TV crew and asked for the BEMA department to air that forum live on EATV; but this request was denied by the Chancellor. Jackie Speier returned for a second forum to follow up on accreditation matters with Chancellor Galatolo. Our administration was not present for the second time. Chancellor Galatolo was very clear that CCSF should not have been put on Show Cause.

- The Senate asked who would be responsible to write this letter. Bruckman responded that it is his job to do so on behalf of the Chancellor.
- A Council member commented that it is not surprising that the CAO are not enthusiastic about this. This is the follow-through stage and it's not as exciting as winning a trial. We need to ask. We won't get what we want if we don't ask. The faculty has been shining and the Chancellor even said commented that faculty have performed miracles for the college. It would be great to have action behind the sentiment that we are so great.
- Bruckman promised to write the letter. He will continue to work on it and draft a letter imploring the CAO to support the college. It will be the Chancellor's letter to the CAO and Bruckman will keep the AS President informed.

B. Program Review Timeline & Implementation – Rosario Villasana

- On May 11th the Program Review committee will scoring Program Review Question 2 from 3 – 5:30p in MUB255. The question 4 evaluation and rubric set to evaluate it was helpful and informative.
- The committee is also brainstorming ways to streamline the entire Program Review process to look at content areas to see how best to respond to them. Pull-down tabs with questions should work better than narratives based on open-ended questions. Report will be written up by Summer. Found the process...Interesting.

IX. New Business

A. Equal Employment Opportunity & Diversity – Process Feedback – LMD

- There are many occasions where items that need attention are handed to the Academic Senate President with a request to find out what the faculty think of this. This is one such item where she seeks the advice and feedback of the council. This should go to the Diversity committee under PGC but she doesn't have that purview.
- This relates to the Faculty Hiring Document – Title 5 does say that appointments are made with the College President and District Chancellor.
- The +1 hiring document states that this should be consistent with the Faculty Hiring Document. Reference Faculty Hiring Document. It's a mutual agreement. They cannot ignore the Faculty Hiring Document the way they ignore the Administrator Hiring Agreement.
- There are questions about the screening process and how some make it through, some not. We need to pay attention anytime this material comes forward to us. There should be equal opportunity to all who apply.
- CM –people forwarded and hired that did not meet minimum qualifications.
- If the Chancellor can add two more administrators for “diversity”, it throws off the balance of the hiring committee with regard to admin/faculty representation. The balance can be thrown AFTER the hiring committee has been chosen.
- Perhaps it is best to redefine what Diversity really means.
- Steps are being ignored with “justifications” that avoid adhering to the Administrator Hiring Agreement, etc.

B. Revisions to the per diem Travel Document – LMD pages 32 – 34

- This is a Professional Development matter – Erin D?

D. Basic Skills Funding Recommendations – Kristin Smith

- There were 38 requests that the committee reviewed for which met the criteria for the state grants and to research who met them the 2 years before.
- Some of the information received was vague. The money rolls for 2 years but the committee will be very conscientious as to how to allocate it. Duration for the allocation and other questions were devised. This is also tied to Program Review and we want to consider a resolution to Question 8 in Program Review.
- Other groups were asked to find funding, but not through the Basic Skills fund if it doesn't apply.
- Question arose about a Basic Skills Counselor and why would this Counselor not be hired through the Counseling department?
- When there is a position to hire for a Counselor, go to the department. The process would be to go to the Counseling department for that hire.
- In the Program Review from 2014 – 2015, there are no Student Services on list. Is this a complete list? This list is missing information here because one Student Services request was put through from Academic Counseling in E205 and the Counseling Centers and it's not here.
- There were 12 items that were lost in translation that will be coming from Equity funding.
- There is funding available but it needs to be wrapped back to Counseling.

E. Institutional Effectiveness Aspirational Set Standards – Pam Mery

- These are the State Chancellor's Office set standards and are different from the ACCJC set standards.
- Assessment Planning Team notes in Assessment page.
- The 73% would put us above the state-wide average and not at the average.
- Our fund balance and audit will be discussed at PGC.
- This translates to ONE more student to pass. What more can we do to get one more student to pass our classes.
- Summer Bridge effectiveness. What would it take?
- C or better is success
- Question from Senate: Are the Institution Set Standards the same as Performance Indicators on the state scorecard?
- The State Scorecard contains historical numbers and is loaded via MIS files up to the state. What the state is asking us to do in the ISSPI's (Institutional Set Standards Performance Indicators).

Resolution 2015.05.06.15.04 Recommendation of the Aspirational Course Completion

Resolved, that the Academic Senate recommend the Aspirational Course Completion short-term goal of 71.5% for 2015/16 and 73% for the 6-year, long-term goal.

Moved: Francine Podenski, **Seconded:** Rosario Villasana; **MC**

Abstentions: Lisa Romano, Cynthia Dewar

Not present: Steven Brown, Todd Rigg Carriero, Ms. Bob Davis, Dayo Diggs, Wendy Kaufmyn, Ghislaine Maze', Carol Reitan

X. Reports

A. FPAC Prioritization – Anna Asebedo

- Chancellor gave fund for 50 faculty to be hired, but they chose 55.
- Taken into consideration on this prioritization were
 1. the size of programs,
 2. the enrollment trends,
 3. the part-time faculty pool of each department in need,
 4. Inter-discipline.
- Anna had complained about the lack of process and that there needs to be a standard to follow (e.g. length of funding).

D. Leading from the Middle Projects – Report Out – Erin Denney

- Presented verbiage on screen for the projects with a breakdown of the participants.

Adjourned 5:18pm