



# 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 FINAL NOTES**

**Wednesday, July 15, 2015, 2:30 - 5:00 p.m.**

**Ocean Campus, MUB 140**

**2015–2016 Council Members Present:** Steven Brown, Lenny Carlson, Cynthia Dewar, Veronica Feliu, Donna Hayes, Mandy Liang, Ghislaine Maz'e, Sheila McFarland, Lillian Marrujo-Duck, Wendy Miller, Pablo Rodriguez, Denise Selleck.

**2015–2016 Council Members Absent:** Susan Berston, Korey Brunetti, Neela Chatterjee, Ms. Bob Davis, Dayo Diggs, Matthew Duckworth, Lawrence Edwardson, Maria Heredia, Dana Jae Labrecque, Jim Long, Amy McLanahan, Madeline Mueller, Carol Reitan, Todd Rigg Carriero, Lisa Romano, Coni Staff.

**Other Senate Members Present:** Monica Bosson, Erin Denney, Anna Geyer Hal Huntsman, Lorraine Leber, Jeff Liss, Enrique Mireles, Susmita Sengupta, Debra Wilensky.

**Guest:** Samuel Santos

### **I. No quorum; discussion only.**

Introduction of Executive Council Members.

### **II. Public Comment**

- AB86 special event will be held on August 11, 2015 and the goal is to promote collaboration and better serve students.

### **III. Officers' Reports -- Unofficial**

- President's Report:
  - Student Services Task Force: include all constituent groups to develop a plan to ensure equitable services at all centers.
  - CCSF Engage!
    - Anticipate changes but a revised handbook will be available in early Fall.
  - Accreditation:
    - Academic Senate Accreditation workgroup meets every Monday, 3-6pm. All faculty are welcome to join.
- First Vice-President's Report:
  - Will share more information during the presentation.
- Secretary's Report:

- The College is moving forward with important work to address accreditation in all areas including student services.

## **V. Old Business**

### **A. Reconsideration/Injunction Update**

- Injunction Report
  - On July 8th, the ACCJC met in Sacramento to consider CCSF's Response to the Injunction Process. Board President Rafael Mandelman, Special Trustee Guy Lease, Interim Chancellor Susan Lamb, Academic President Lillian Marrujo-Duck, and General Counsel Steve Bruckman represented the College. The College was given 10 minutes to present and the Commission did not ask any questions. CCSF was not permitted to witness or participate in the deliberations. We are waiting for ACCJC's decision to be announced. The statement that Interim Chancellor Lamb presented is available on the CCSF website.  
[http://www.ccsf.edu/dam/Organizational\\_Assets/About\\_CCSF/Admin/PGC\\_Accreditation/KeyDocs/ACCJC%20July%208%202015.pdf](http://www.ccsf.edu/dam/Organizational_Assets/About_CCSF/Admin/PGC_Accreditation/KeyDocs/ACCJC%20July%208%202015.pdf).
  - The Report lacks sufficient review (e.g., formatting, final edits). The report is available on the College accreditation website.
  - One possible decision from ACCJC is that, by looking at the injunction report and the evidence holistically, CCSF should not be placed on termination. ACCJC could place CCSF on another sanction status. Another possible decision may be that the Commission will uphold its decision on termination.

## **VI. New Business**

### **A. Discussion on Principles of Practice**

- Appointed representatives from the Academic Senate do not carry the power of the Academic Senate recommendation with them.
- Recommendation and resolution at various committees need to be presented at the Academic Senate Executive Council based on the 10+1 academic and professional matters.
- Committees need guidance on developing agenda, writing minutes, and more information on what are considered as 10+1 academic and professional matters.
- Committee minutes provide evidence to demonstrate that decisions are made based on data.
- It is important that committees do not make decisions for the College. Committees can make proposals and bring those recommendations to Academic Senate Executive Council and other appropriate constituent groups.
- The College must archive and properly store all records and evidence.
- Information from various committees need to be shared with the College community to ensure effective communication.
- Academic Senate Committee Chairs are responsible for posting meeting minutes and/or notes on the Academic Senate website.

- The Committee structure needs to be outlined clearly. Roles and responsibilities of Committee Chairs need to be clarified.
- CCSF Engage! will establish the process for effective communication and decision-making at the College.
- The appointed committee members are the only faculty members doing and approving the planning.
- The Academic Senate Executive Council reviews and recommends all substantial proposals and plans. Substantial proposals and plans are those that:
  - Spend Money
  - Change Policy
  - Create policies or practices

There are different types of proposals and plans that need Academic Senate review and recommendation. They include:

1. Plans (Capitalized) - are those plans that the state asks for an Academic Senate signature on.
2. plans (lower case) - are those other largely 10+1 plans developed at the college that the state does not ask for an Academic Senate signature on but do need an Academic Senate recommendation.
3. Details - "when the details of any other non-10+1 plan affect other areas of the 10+1, an Academic Senate recommendation is necessary." This quote is from the Academic Senate for California Community Colleges President and confirmed by informal consultations with other Academic Senate Presidents.

Feedback and concerns from Executive Council:

- Short term grants might be held up and disincentivized by having an additional step.
- This is an ideal time to ask about that process so that new Grant person can follow the process and move things forward.

## **B. Report out from Curriculum Institute on Equity Plan**

- Presentation on Equity (The Power Point Presentation is available on the Academic Senate website).
  - Equality vs. Equity
  - Equality = Sameness; Equity = Fairness
- A short video titled Redesigning America's Community Colleges: Book Talk and Panel was viewed.

Comments about the Presentation:

- The list for groups of students on the equity plan needs to be more inclusive.
- Asian is a highly diverse group and all of the different ethnic groups need to be included and should not be categorized into one group. We need to disaggregate the data further, especially for Asian populations.

- High turnover in personnel presents a major challenge in providing effective leadership at the college.
- Teachers' College presents ideas on how to support students when disproportionate impact exist.
- It's important that guidance on different pathways and options are provided to students rather than restricting students into certain pathways.

### C. Equity Plan

#### **Resolution #1: Resolution for Support for Recommendations from the Student Equity Strategies Committee**

**Whereas**, the Student Equity Plan (SEP) was developed by a months-long process, with broad participation by all constituencies, supported by the Academic Senate Executive Council, the Participatory Governance Council, and signed by the Chancellor and Special Trustee; and,

**Whereas**, in addition to plans explicitly mentioned in the SEP, proposals for spending the funds have also been taken from every CCSF program review that checked the equity box; and,

**Whereas**, the Equity Co-Coordinator have worked diligently on the process for vetting each proposal, including extensive conversations with as many stakeholders as possible, and created a ranking and prioritizing process together with the Student Equity Strategies Committee to forward these recommendations for spending Equity funds from the state;

**Be it therefore resolved**, that the Academic Senate Executive Council recommend the attached additional recommendations and the Pathways Initiative Proposal Phase II provided that an update addressing all 19 concerns the proposals be presented.

No quorum to vote on the resolution.

### D. Department Reorganization

The department reorganization plan is moving forward, except some departments which will be able to discuss plans with the Chancellor. Those departments with faculty members who felt that the proposed reorganization would impact academic and professional matters and contributed such concerns to the [Impact Chart](#) include:

Aeronautics  
 Biology  
 Counseling (an area, not a department)  
 Economics  
 EOPS  
 ESL  
 Humanities  
 Library Information Technology  
 Photography

## Visual Media Design

### Feedback from the Council:

- Merging small departments/programs affect the visibility of those programs.
- The decision-making process for reorganization needs to be transparent and inclusive.
- The data used by the District was not accurate.
- There are many concerns about the reorganization and some departments did not respond to the Impact Chart. One suggestion is to create a follow up or revised impact chart to include more information and input from all departments to gather further information for future consultation. Add these concerns on the collegial consultation chart and share the information with the Chancellor.

### **Resolution #2: Resolution on the Department Reorganization**

Whereas, the City College of San Francisco Board of Trustees relies primarily on the Academic Senate in all academic and professional matters; and

Whereas, in December 2014 the Academic Senate created a process for all faculty with concerns about the impact on academic and professional matters created by the department reorganization and included all of the feedback from that process in an Impact Chart; and

Whereas, Chancellor Lamb has agreed to meet with each of the departments who expressed concerns about the impact of the department reorganization on academic and professional matters through the Academic Senate process; be it therefore,

Resolved, that the Academic Senate recommend that the following departments meet with Chancellor Lamb to discuss any potential impact of the department reorganization on the academic and professional matters of that department: Aeronautics, Biology, Counseling, ESL, Humanities, Library Information Technology, Photography, and Visual Media Design.

No quorum to vote on the resolution.

**Next Academic Senate Meeting  
Friday, August 14, 2015, Ocean Campus, Diego Rivera Theater  
Plenary 8:00 to 9:00 a.m.**