



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, September 02, 2015, 2:30 - 5:00 p.m. Chinatown, Room 402

2015–2016 Council Members Present: Susan Berston, Lennis Carlson, Neela Chatterlee, Cynthia Dewar, Veronica Feliu, Donna Hayes, Maria Heredia, Dana Jae Labrecque, Mandy Liang, Lillian Marrujo-Duck, Ghislaine Maze, Sheila McFarland, Amy McLanaha, Wendy Miller, Carol Reitan, Lisa Romano, Denise Selleck, Coni Staff.

2015–2016 Council Members Absent: Steven Brown, Korey Brunetti, Ms. Bob Davis, Dayo Diggs, Matthew Duckworth, Lawrence Edwardson, Madeline Mueller, Todd Rigg Carriero, Pablo Rodriguez.

Other Senate Members Present: Tracy Burt, Simon Hanson, Hal Huntsman, Debra Liu, Fanny Lon, Sheri Miraglia, Susmita Sengupta, Chad Stephenson.

Guest: Pam Mery, Samuel Santos, Minh-Hoa Ta.

I. Call to Order. 2:32

II. Adoption of Agenda.
Agenda adopted.

III. Approval of the Minutes from May 13, 2015.
Postponed to 09.16.2015 agenda.

IV. Approval of the Notes from June 10, 2015; June 24, 2015; and July 15, 2015.
Postponed to 09.16.2015 agenda.

V. Public Comment.
A comment was made to simplify the registration process including an improvement for the CCSF website.

VI. Officers' Reports.

President reported:

- Academic Senate Submission form was created to help improve the process to get items on the Executive Council meeting agenda.
- Executive Council orientation has been scheduled on September 16, 2015.

- Geisce Ly has been appointed to chair PGC. PGC policies will be reviewed by a PGC workgroup.
- Board of Trustees meetings will be recorded.
- Naming the Football Stadium after George Rush was approved by PGC.

First Vice-President reported:

- Committee of Committees updates: committee members who are interested in serving on Academic Senate Committees can submit an interest form online. For committees with limited membership, a college-wide email needs to be sent to all faculty.
- Deep Outlines for accreditation standards are available for review on the 2016 Self Evaluation webpage on the College accreditation website.

Second Vice-President Reported:

- EASE Taskforce update: the Chancellor’s Power Point presentation made to the EASE Taskforce on August 3, 2015, membership, agenda, minutes, Center survey data and information, identified core services at all locations by the EASE Task Force, and the draft of the EASE Plan are available online <http://www.ccsf.edu/en/student-services/ease.html>.

Secretary Reported:

- A call for proposal for the SLO Flex Day on October 20 will be sent out to all faculty soon.

VII. Consent Agenda.

None this time.

VIII. Curriculum Committee policies - Information Item.

If discussion is requested, it can be added to the next agenda.

IX. Appointments.

A. Committee Appointments.

Resolution 2015.09.02.01: Appointments to Limited and Unlimited Committees.

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

Nominations to Committees with Unlimited Membership:

CTE

Sheila McFarland – BEMA

Annette Peig – VOCN

John Carrese – Economic Development

Nominations to Committees with Limited Membership:

Curriculum

Rebecca Anchetta – Behavioral Sciences – Area A

Education Policies

Fred Teti – Mathematics

Faculty Professional Development

Nathan Feingersh-Steele – Speech and Ed Tech

Matriculation Advisory

Karen Cox – English

Student Equity Strategies

Darrell K. Lim – Physics

District-Level Committees and Taskforces/Workgroups.

Institutional Review Board

Rebecca Ancheta – Behavioral Sciences – Reappointment

Megan Corry – Health Care Technology – current Co-Chair

Moved: Sheila McFarland; **Seconded:** Wendy Miller; **MCU.**

Not Present: Steven Brown, Korey Brunetti, Ms. Bob Davis, Dayo Diggs, Matthew Duckworth, Lawrence Edwardson, Madeline Mueller, Todd Rigg Carriero, Pablo Rodriguez, Coni Staff.

B. Faculty Travel Chair.

Resolution 2015.09.02.02. Faculty Travel Chair Appointment.

Resolved, that the Academic Senate appoint Fred Teti to serve as the Faculty Travel Chair for academic year 2015-2016.

Moved: Wendy Miller; **Seconded,** Sheila McFarland; **MCU.**

Not Present: Steven Brown, Korey Brunetti, Ms. Bob Davis, Dayo Diggs, Matthew Duckworth, Lawrence Edwardson, Madeline Mueller, Todd Rigg Carriero, Pablo Rodriguez, Coni Staff.

C. Academic Senate Archivist.

Resolution 2015.09.02.03. Academic Senate Archivist Appointment.

Resolved, that the Academic Senate appoint Jacques Arceneaux as Academic Senate Archivist for academic year 2015-2016.

Moved: Wendy Miller; **Seconded:** Sheila McFarland; **MCU.**

Not Present: Steven Brown, Korey Brunetti, Ms. Bob Davis, Dayo Diggs, Matthew Duckworth, Lawrence Edwardson, Madeline Mueller, Todd Rigg Carriero, Pablo Rodriguez, Coni Staff.

X. Old Business.

A. Program Review Changes 2nd Read.

- There is a Program Review Module created in CurricUNET.

- CTE Committee will be meeting on September 11, 2015. Feedback can still be submitted to the Dean of Institutional Effectiveness.
- A concern was expressed about soliciting different funding sources.
- A question was posted about the resolution. Program review is a 10+1 academic and professional matter. It is important to work collaboratively to complete the program review on time this year.
- Resolution was amended and it was accepted as a friendly amendment.

Resolution 2015.09.02.04: Program Review Changes September 2015.

Whereas "processes for program review" falls within 10+1; and

Whereas the College seeks to continuously improve processes for program review; and

Whereas several modifications to program review questions have been proposed to make program review more straightforward and more responsive to Accreditation Standards; and

Whereas software has been leveraged to improve the program review format; be it therefore

Resolved, that the Academic Senate recommend the revised questions and format as presented; and be it further

Resolved that the Academic Senate recommend the Program Review Committee continue to work collaboratively with the Planning Committee, while preserving the Academic Senate's primacy with regard to academic and professional matters, to provide example responses that might further guide and support program review work; and be it further,

Resolved that the Academic Senate recommend the Program Review Committee continue to work collaboratively with the Planning Committee, while preserving the Academic Senate's primacy with regard to academic and professional matters, to collect and review feedback during and after the fall 2015 process to inform continuous improvement efforts.

Moved: Carol Reitan; **Seconded:** Dana Jae Labrecque; MCU.

Not Present: Steven Brown, Korey Brunetti, Ms. Bob Davis, Dayo Diggs, Matthew Duckworth, Lawrence Edwardson, Madeline Mueller, Todd Rigg Carriero, Pablo Rodriguez.

XI. New Business.

- A. **Updated Budget for May 13, June 10, Aug 19, 2015 Equity Project Prioritization.**
- B. **New September 2, 2015 Proposals for Project Prioritization - resolution 1st Read.**

Resolution 2015.09.02.05: Recommendation for Proposals 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 activities 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 also mined from Question 8; 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 proposals for spending Equity funds from the state; be it therefore

Resolved, that the Academic Senate Executive Council recommend the attached September 2nd, 2015 proposals for allocating Equity funds for Fall 2015 and Spring 2016.

Moved: Neela Chatterjee; **Seconded:** Denise Selleck; MC.

Abstention: Maria Heredia, Dana Jae Labrecque, Mandy Liang, Lisa Romano.

Not Present: Steven Brown, Korey Brunetti, Ms. Bob Davis, Dayo Diggs, Matthew Duckworth, Lawrence Edwardson, Madeline Mueller, Todd Rigg Carriero, Pablo Rodriguez.

C. Taskforce to Plan All-College Guided Pathways Dialog - 1st Read.

This resolution was a first read and will return for further review. This resolution was suggested to be revised or rewritten.

D. Construction Management Pathways Proposal - 1st Read.

This resolution was a first read and will return for further review.

D. CCSF Accreditation-Related Website Guidelines - 1st Read.

Feedback from the Council:

- Council members need to review the website guidelines and submit feedback to Sheri Miraglia by Sunday, September 6, 2015. A resolution to recommend these guidelines will be on the September 30, 2015 agenda.
- A taskforce for the CCSF website is needed to ensure accuracy of information including guidelines, registration, homepage, consistency across departments.

E. 3CSN Proposal for Equity Funding.

This resolution will return for further review.

F. Joint VCAA and Academic Senate President Syllabi Requirement Letter.

This resolution was a first read and will return for further review.

XII. Reports.

A. Re-Introduction of Metro Transfer Academies.

A Metro Transfer Academies Power Point Presentation was presented.

XIII. Open Forum.

No comments or announcements.

XIV. Adjournment: 5:37

**Next Academic Senate Meetings
Wednesday September 16, 2015 2:30 - 7:00 ORIENTATION
Wednesday, September 30, 2015, 2:30-5:00 Executive Council Meeting
both at Ocean Campus, MUB 140
Committee on Committees, Sept. 30, 2015 2:00-2:30**