



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 + Bipartite Official Minutes Wednesday, February 24, 2016, 2:00 - 5:00 p.m. Ocean Campus, MUB 140

2015–2016 Council Members Present: Susan Berston, Steven Brown, Neela Chatterjee, Dayo Diggs, Lawrence Edwardson, Verónica Feliu, Donna Hayes, Dana Jae Labrecque, Mandy Liang, Lillian Marrujo-Duck, Ghislaine Mazé, Sheila McFarland, Amy McLanahan, Madeline Mueller, Carol Reitan, Lisa Romano, Denise Selleck, Coni Staff,

2015–2016 Council Members Absent: Lennis Carlson, Ms. Bob Davis (on leave), Matthew Duckworth, Maria Heredia, Todd Rigg Carriero (on leave)

Other Senate Members Present: Jacques Arceneaux, Kim Ginther-Webster, Karen Saginor, Mike Solow, Katryn Wiese

Administrators Present: Deanna Abma, Tom Boegel, Anna Davies, Jeffrey Lamb

I. Call to Order. 2:15 p.m.

II. Adoption of Agenda.

Agenda adopted.

III. Approval of Minutes

None at this time

IV. Public Comment

- At the centers, more classrooms will be upgraded to smart classrooms. Some faculty would like to keep the chalk boards but they were informed they cannot keep the chalk board. If it is a 10+1 matter, a resolution can be written to advocate for these faculty to keep the chalk boards in the smart classrooms.

V. Officers' Reports

None at this time.

VI. Consent Agenda

Resolution 2016.02.24.01A Resolution on Mathematics Standardized Test Cut-off Scores

Whereas, it is currently possible for a student to satisfy the CCSF mathematics graduation

requirement with a score of 600 or higher on the mathematics section of the SAT, or a score of 28 or higher on the mathematics section of the ACT, or a score of 600 or higher on the mathematics portion of the GRE;

Whereas, San Francisco State University waives mathematics placement testing and mathematics remediation for students who score 550 or higher on the mathematics section of the SAT or 23 or higher on the mathematics section of the ACT and thus allows such students to enroll in mathematics courses above the level of Intermediate Algebra, the CCSF mathematics graduation requirement;

Whereas, a GRE cutoff similar to the SAT cutoff for the CCSF mathematics requirement is logical and appropriate,

Whereas, both the Mathematics Department and the College's Articulation Officer support the following proposed change;

Therefore, be it resolved that the standardized test cutoffs for meeting the CCSF mathematics graduation requirement be lowered from 600 to 550 for the SAT, from 28 to 23 for the ACT, and from 600 to 550 for the GRE.

Passed by consent.

Resolution 2016.02.24.01B Mathematics Portion of the California Early Assessment Program (EAP)

Whereas, it is currently possible for a student to satisfy the CCSF mathematics graduation requirement with a "ready for mathematics college-level coursework" designation through the Early Assessment Program (EAP) administered to 11th grade California high school students;

Whereas, the California State University system waives mathematics placement testing and mathematics remediation and, thus, allows enrollment in mathematics courses above the level of Intermediate Algebra, the CCSF mathematics graduation requirement, for students who obtain the EAP designation either "ready for mathematics college-level coursework" or "conditionally ready for mathematics college-level coursework" as long as the conditionally ready students complete two semesters of a CSU-approved senior-year high school mathematics course with a grade of C or higher;

Whereas, the CCSF Mathematics Department, the College's Articulation Officer and the Matriculation Office support the following change;

Therefore, be it resolved that CCSF adopt the EAP designation of "conditionally ready for mathematics college-level coursework" along with a grade of C or higher in two semesters of a CSU-approved senior-year high school mathematics course as an allowable alternative for meeting the CCSF mathematics graduation requirement.

Passed by consent.

Resolution 2016.02.24.01C Correction to IGETC/CSU Outcomes

Resolved, that the Academic Senate recommend the corrected language to the IGETC/CSU outcome for laboratory sciences part C to read "Apply scientific principles, theories,

or models to explain the behavior of natural phenomena.”

Passed by consent.

Resolution 2016.02.24.01D Resolution to Extend the Meeting Time of PGC

Resolved, that the Academic Senate recommend that the Participatory Governance Council extend its meeting time sufficiently to review items necessary to complete our Self Evaluation.

Passed by consent.

Resolution 2016.02.24.02 Explanation of Administrative Positions

Resolved, that the Academic Senate invite the chancellor or Vice Chancellor of Academic Affairs to bring a full administrative organization chart (Academic Affairs and Student Development) to the Executive Council, to help explain the need for new positions.

Moved: Steven Brown; **Seconded:** Coni Staff; **MCU**

Not present: Lennis Carlson, Ms. Bob Davis (on leave), Matthew Duckworth, Maria Heredia, Todd Rigg Carriero (on leave)

VII. Appointments to Committees

Resolution 2016.02.24.03 Appointments to Committees

Committees with Limited Membership

* Curriculum

Michael Malachowski – Biological Sciences (Area B)

* Student Equity Strategies

Anne VanDerslice – DSPS (Counseling seat)

Moved: Lawrence Edwardson; **Seconded:** Amy MacLanahan; **MCU**

District-Level Committees and Taskforces/Workgroups

* College Professional Development Committee

Benjamin Finateri – ESL (Alternate)

Moved: Lawrence Edwardson; **Seconded:** Steven Brown; **MCU**

Not present: Lennis Carlson, Ms. Bob Davis (on leave), Matthew Duckworth, Maria Heredia, Todd Rigg Carriero (on leave)

VIII. Old Business

A. Clarity on Curriculum Committee Policy

Resolution 2016.02.24.04 Action Recommended by the Curriculum Committee to Ensure Consistency and Accuracy of the Use of Course Hours and their Relationship to Units in the 2016-2017 Catalog and Beyond

Whereas, all Courses represented in the Catalog must have correct hours to units ratios and follow CCSF's stated hours types and definitions to comply with Federal and State regulatory requirements and Accreditation standards, including the U.S. Department of Education Policy on Credits. Checklist for Evaluating Compliance points:

- Credit hour assignments and degree program lengths are within the range of good practice in higher education (in policy and procedure).
- The assignment of credit hours and degree program lengths is verified by the institution, and is reliable and accurate across classroom based courses, laboratory classes, distance education classes, and for courses that involve clinical practice (if applicable to the institution).

And whereas, the Associate Vice Chancellor of Instruction sent a Sept. 3, 2015 Memo on Hours and Units to Deans and Department Chairs to remind them of simplified procedures for updating hours and units, and deadlines for bringing the relationship between hours and units and the definitions and uses of particular hours into compliance,

And whereas, the Curriculum Committee has notified the College of updated Curriculum Committee policies on hours and units compliance since early Spring 2015, evident by these dates and resolutions: Feb. 4, 2015 - Lecture/Laboratory Hours to Units Ratio Policy; March 25, 2015 - Conference and Field Study Hours Resolution, Work Experience Hours Resolution, Independent Study Hours Resolution; Aug. 26, 2015 - Units and Hours Compliance Resolution; Oct. 28, 2015 - Laboratory Units and Hours Compliance Resolution,

And whereas, although many departments have already updated their Course Outlines of Record to correct hours and units inconsistencies as required, some current courses continue to have noncompliant relationships between hours and units,

Be it resolved that all courses with noncompliant hours to units ratios or hour definitions/uses that do not have modified Course Outlines of Record submitted by January 20, 2016 AND completed through the full Committee approval process by the February 17, 2016 Catalog deadline will have their Course Outlines of Record (in CurricUNET) and catalog descriptions (in BANNER) updated for them per these rules:

- Work experience hours will be modified to match the formula defined by the Curriculum Committee: 1 unit = 60 hours of unpaid or 75 hours of paid work experience. .
- Conference hours will be turned into lab hours, and these will factor into a unit recalculation along with existing lecture/lab hours.
- Units for any class with a combination of hours that do not match units will be recalculated to match those hours per CC policy and published in the 2016-2017 catalog with the new unit values.

Be it further resolved that any courses that miss the catalog deadline and that want to undo the changes made on their behalf will need to do so by following the normal Curriculum Submission and Approval process, including meeting the necessary future deadlines, for the 2017-2018 catalog.

Moved: Coni Staff; **Seconded:** Madeline Mueller; **MC**

Abstention: Lisa Romano

Not present: Lennis Carlson, Ms. Bob Davis (on leave), Matthew Duckworth, Maria Heredia, Todd Rigg Carriero (on leave)

IX. New Business

A. President's Letter to Board of Trustees

Resolution 2016.02.24.05 Approval of the February 24th Letter to the Board of Trustees Requesting Inclusion of 10+1 Process Language into AP 2.07

Resolved, that the Academic Senate direct the Academic Senate President to present the February 24th Letter to the Board of Trustees Requesting Inclusion of 10+1 Process Language into AP 2.07 to the City College of San Francisco Board of Trustees.

Moved: Madeline Mueller; **Seconded:** Dana Jae Labrecque; **MCU**

Not present: Lennis Carlson, Ms. Bob Davis (on leave), Matthew Duckworth, Maria Heredia, Todd Rigg Carriero (on leave)

X. Bipartite Committee

Resolution 2016.02.24.06 Courses Added to the List for Graduation Requirements (Bipartite)

1. Geography 3 to Area D
2. Chinese 38 to Areas A & E
3. Chinese 33 to Area E
4. Russian 16B to Areas A & E
5. Economics 3 to Area D
6. Economics 20 to Areas D & H3
7. Economics 15 to Area D

All passed by consensus.

Resolution 2016.02.24.07 Remove Mathematics requirement courses from GE Area A (Communication and Analytical Reasoning)

Whereas, the Visiting Team Report directed the College to address the lack of a GE Outcome related to quantitative reasoning;

Whereas, all CCSF students are required to complete mathematics instruction as the second graduation requirement;

Whereas, faculty on the SLO Committee, in consultation with the Chair of Mathematics, Dean of School of Science, Associate VC of Instruction, Articulation Officer and the VC of Academic Affairs have worked together to address solutions to the Visiting Team recommendations;

Resolved: Math 40, 50, 55, 60 and ET/CDEV/BTEC 108A and ET/CDEV 108B should be removed from GE Area A and outcomes related to quantitative reasoning will be developed by discipline faculty and appear in the course catalog alongside the mathematics graduation requirement.

Passed by consensus.

Resolution 2016.02.24.08 Mathematics Standardized Test Cut-off Scores

Whereas, it is currently possible for a student to satisfy the CCSF mathematics graduation requirement with a score of 600 or higher on the mathematics section of the SAT, or a score of 28 or higher on the mathematics section of the ACT, or a score of 600 or higher on the mathematics portion of the GRE;

Whereas, San Francisco State University waives mathematics placement testing and mathematics remediation for students who score 550 or higher on the mathematics section of the SAT or 23 or higher on the mathematics section of the ACT and thus allows such students to enroll in mathematics courses above the level of Intermediate Algebra, the CCSF mathematics graduation requirement;

Whereas, a GRE cutoff similar to the SAT cutoff for the CCSF mathematics requirement is logical and appropriate,

Whereas, both the Mathematics Department and the College's Articulation Officer support the following proposed change;

Therefore, be it resolved that the standardized test cutoffs for meeting the CCSF mathematics graduation requirement be lowered from 600 to 550 for the SAT, from 28 to 23 for the ACT, and from 600 to 550 for the GRE.

Passed by consensus.

Resolution 2016.02.24.09 Mathematics Portion of the California Early Assessment Program (EAP)

Whereas, it is currently possible for a student to satisfy the CCSF mathematics graduation requirement with a "ready for mathematics college-level coursework" designation through the Early Assessment Program (EAP) administered to 11th grade California high school students;

Whereas, the California State University system waives mathematics placement testing and mathematics remediation and, thus, allows enrollment in mathematics courses above the level of Intermediate Algebra, the CCSF mathematics graduation requirement, for students who obtain the EAP designation either "ready for mathematics college-level coursework"

or “conditionally ready for mathematics college-level coursework” as long as the conditionally ready students complete two semesters of a CSU-approved senior-year high school mathematics course with a grade of C or higher;

Whereas, the CCSF Mathematics Department, the College’s Articulation Officer and the Matriculation Office support the following change;

Therefore, be it resolved that CCSF adopt the EAP designation of “conditionally ready for mathematics college-level coursework” along with a grade of C or higher in two semesters of a CSU-approved senior-year high school mathematics course as an allowable alternative for meeting the CCSF mathematics graduation requirement.

Passed by consensus.

Resolution 2016.02.24.10 Revisions to ILO #3: Cultural and Social and Environmental Awareness

Whereas the Academic Senate SLO Committee received feedback from the college community survey about on the October 20th, 2015 SLO day to consider refining the sub-elements of Institutional Learning Outcome #3: Cultural and Social and Environmental Awareness ; and,

Whereas the SLO Committee found “diverse cultures” to be a clearer expression than “other people and cultures”; and,

Whereas, the SWOT analysis indicated confusion over mapping to and overlap between the subelements B&C; and,

Whereas, there are no truly "global" settings at CCSF, even those students who do international study are not all over the globe, thus removal of the word "global" clarifies this ILO sub-element; be it therefore,

Resolved, that the new proposed wording of ILO#3: Cultural and Social and Environmental Awareness be recommended and updated to read:

- a. Demonstrate an understanding of the history and values of diverse cultures.
- b. Evaluate the impact of civic, social, and/or environmental choices.
- c. Collaborate effectively in diverse social and cultural settings.

Passed by consensus.

Resolution 2016.02.24.11 IGETC/CSU Outcome Laboratory Sciences Part C

Resolved, that the Academic Senate recommend the corrected language to the IGETC/CSU outcome for laboratory sciences part C to read “Apply scientific principles, theories, or models to explain the behavior of natural phenomena.”

Passed by consensus.

XI. Adjournment: 5:00 p.m.