



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 Agenda FINAL MINUTES

Wednesday, October 4, 2017, 2:30-5:00p.m.

Downtown Center, Room 818

2017-18 Council Members Present: Monica Bosson, Neela Chatterjee, Verónica Feliu, Kimiyoshi Inomata, Thomas Kennedy, Mandy Liang, Alexis Litzky, Danyelle Marshall, Antonio Martinez, Shiela McFarland, Carole Meagher, Marie Osborne, Marc Santamaria, Mike Solow, Coni Staff, Fred Teti

2017-18 Council Members Absent: Jacques Arceneaux (on leave), Loren Bell, Madeline Mueller, Joseph Reyes, Pablo Rodriguez, Louis Schubert, Rosario Villasana

Other Senate Members Present: Michelle Simotas

Guests: Cherisa Yarkin

I. Call to Order, 2:30p.m.

II. Adoption of Agenda

Agenda adopted.

III. Officers' Reports

President Liang reported that:

- Dana Jae Labrecque and Simon Ho have resigned from the Executive Council, bringing the Council to a total of 23 members.
- The Budget Committee charter is now available for review, and will be on the agenda at the next PGC meeting. Feedback can be given directly to PGC members, or you may come to the next PGC meeting.
- There is a new link available on the CCSF website about Deferred Action for Childhood Arrivals (DACA). Please share the information with students and refer them to the website as needed.
- The Free City Oversight Committee members from CCSF have been appointed: Thea Selby, David Martin, Flores Cruz, Alisa Messer, and Mandy Liang.
- The Basic Skills Luncheon was a very successful fundraising event.
- Trudy Walton, the Interim Vice Chancellor of Student Development, has been invited to the next Council meeting.
- Tom Boegel has been appointed as our Acting Vice Chancellor for Academic Affairs until Vice Chancellor Anna Davies returns from FMLA in Spring 2018.
- Working on the Annual Plan, anyone is welcome to participate.
- Thanks to Susan Berston, Senate Archivist, for taking and posting photos of the Council members.

- For the first time CCSF is hosting the College Promise Fair this Saturday, October 7, 2017. SFUSD students will be present on campus to learn about the college.
- There are new completion grants for students that meet certain criteria and eligibility available. Soon there will be trainings from the Financial Aid office.
- BOG waivers will have a new name starting in 2019: California Community College Promise Grants.

First Vice-President Teti provided a written report (Appendix A) and highlighted that:

- The Chancellor will be strictly enforcing the new-ish rule that out-of-state travel must be approved in advance by the Board. First VP Teti suggested submitting requests 6 weeks in advance.

Second Vice-President Staff reported that:

- The Chancellor has been very amenable in Collegial Consultation.

Secretary Litzky reported that:

- None at this time.

IV. Public Comment

- The Las Vegas shooting was discussed in classes this week, and there were students that appreciated and needed the counseling available on campus.
- Open Enrollment is happening, and anyone with BlueShield should pay attention to potential changes to your plan.
- Thanks were shared for coming to the Downtown Center for our Council meeting.
- Tomorrow is the deadline for DACA students to reapply for their work permits, and while this is an emotional time there are lots of resources available to support them.
- The Enrollment Management Committee recently met, and the patterns identified in earlier semesters were replicated in Fall 2017.
- Flex Day is being held on a federal holiday.

V. Consent Agenda

Resolution 2017.10.04.01A Approval of Minutes: September 20, 2017

Resolved, that the Executive Council adopt the minutes for September 20, 2017.

Adopted by consent

VI. Appointments

Resolution 2017.10.04.02 Appointments to Committees and Task Forces

Student Learning Outcomes

Isabelle Motamedi, Foreign Languages (new appointment)

Program Review Committee

Johanna Scheffer, English (new appointment)

Student Equity Strategies Committee

Marianne Etlinger, ESL (new appointment)

Lily Lum, Math (new appointment)

Guided Pathways Liaison

Alexis Litzky, Communication Studies

Moved: Thomas Kennedy; Seconded: Neela Chatterjee

MC, Abstentions: Alexis Litzky

Not present: Jacques Arceneaux, Loren Bell, Kimiyoshi Inomata, Madeline Mueller, Joseph Reyes, Pablo Rodriguez, Louis Schubert, Rosario Villasana

VII. Unfinished Business

A. Memorandum of Understanding (MOU) between the Academic Senate and Administration to ensure regular and ongoing collegial consultation per BP/AP 2.08, transparency in governance, and participatory decision-making

Council members shared a few concerns:

- There was concern about the removal of a bullet point about administrator reviews. President Liang explained the history of the document over the summer. This item was not originally included in the letter shared with the Chancellor, and since being added, the Chancellor does not feel comfortable signing something that would affect all administrators without needed discussions at this point. Some Council members feel like there has been a longstanding problem where faculty have been excluded from participating in reviews of administrators.
- Senate officers acknowledged that this is an important item. This item has already been added to the collegial consultation agenda for further discussion with the Chancellor this Fall. If the Academic Senate voted on the goal “To review, clarify, and identify future development for the "plus 1" area of the Academic Senate purview,” this will also be a priority for the Academic Senate to address during this academic year.
- A timeframe argument was made, and a suggestion perhaps that we wait to sign this until next month.
- An addendum was suggested, but no wording or resolution was offered.

Resolution 2017.10.04.03 Memorandum of Understanding (MOU) between the Academic Senate and Administration to ensure regular and ongoing collegial consultation per BP/AP 2.08, transparency in governance, and participatory decision-making

Resolved, that the Academic Senate recommend the Memorandum of Understanding (MOU) between the Academic Senate and Administration to ensure regular and ongoing collegial consultation per BP/AP 2.08, transparency in governance, and participatory

decision-making as presented on October 4, 2017.

Moved: Shiela McFarland; Seconded: Fred Teti

MF: 6 votes in favor (Monica Bosson, Alexis Litzky, Shiela McFarland, Mike Solow, Coni Staff, Fred Teti), 8 votes against (Neela Chatterjee, Verónica Feliu, Thomas Kennedy, Danyelle Marshall, Antonio Martinez, Carole Meagher, Marie Osborne, Marc Santamaria).

Abstentions: None.

Not present: Jacques Arceneaux, Loren Bell, Kimiyoshi Inomata, Madeline Mueller, Joseph Reyes, Pablo Rodriguez, Louis Schubert, Rosario Villasana

B. Goal setting for the Academic Senate

Resolution 2017.10.04.04 Goals for the Academic Senate in the 2017-18 academic year

Resolved, that the Academic Senate has identified the following goals for the 2017-18 academic year:

1. To review, clarify, and identify future development for the "plus 1" area of the Academic Senate purview ("Other academic and professional matters as mutually agreed upon between the governing board and the academic senate.").
2. Promote innovative enrollment programs created and led by faculty and assess the scalability of those programs to support the Chancellor's "Path to 32,000 FTES."

Moved: Monica Bosson; Seconded: Marie Osborne

MC. Abstentions: None.

Not present: Jacques Arceneaux, Loren Bell, Madeline Mueller, Joseph Reyes, Pablo Rodriguez, Louis Schubert, Rosario Villasana

C. Integrated Plan – First Read

President Liang oriented the Council to the Integrated Plan brought to the Senate for a first read. This plan was crafted in a tight 5-week timeline.

The Council offered some feedback:

- The data on Non-Credit Course Completion included a target population of "Asian," which should be disaggregated if possible. Dean Yarkin told the Council that the limitations on data have more to do with structural limitations with the original data that was collected.
- Individual programs should not rely on this plan for data during program review.

D. Guided Pathways – Self-assessment First Read

Michelle Simotas, English faculty and Chair of the Career and Transfer Pathways Committee, informed the Council about the first draft of the Self-Assessment document and provided some background on the Guided Pathways initiative from the state Chancellor's office. Key highlights from Simotas' presentation are:

- Context is important. Guided Pathways have been developed from the recognition that the CC structure is not meant to support completion outcomes, and the timeframe for Basic Skills has been a hurdle for many students. Guided Pathways is another attempt to close the achievement gap.
- This initiative is a non-competitive fund opportunity for all 114 CA Community Colleges. The self-assessment will use existing reporting metrics around Basic Skills, SSSP, SWP, SWP, and AEBG, and evaluate how CCSF is already supporting students.
- The money will be distributed based on FTES to each school that completes the Guided Pathways process, proportionately.

Concerns from the Council:

- How much money will really be available if \$150 million is available to all 114 California Community Colleges? Only a few million dollars will be available, which is not a substantial increase to the CCSF budget, but would still give us more money for re-assigned time and increasing faculty participation.
- One council member suggested that when we write our plan proposal, we should not include consultant expenditures.
- Statements were made in support and against pathways, in general, continuing the Council's dialogue on the value of Guided Pathways at CCSF.

VIII. New Business

None at this time.

IX. Reports

None at this time.

X. Adjournment, 4:52p.m.

Treading Water**Past Meetings/Events** include

- 2017.09.21: Officers meeting
- 2017.09.22: ASCCC OER webinar
- 2017.09.27: Greeting the new 1406 in E202
- 2017.09.27: Collegial Consultation with the Chancellor
- 2017.09.28: Equity P.D. meeting
- 2017.09.28–29: Interviews for the acting VCAA
- 2017.10.02: Meeting with Mandy and Tim Killikelly
- 2017.10.02: Officers meeting with Trustee Selby
- 2017.10.03: Basic Skills Luncheon

Upcoming Meetings/Events include

- 2017.10.05: Officers meeting
- 2017.10.06–07: AGS Fall Advisors Meeting at Orange Coast College in Costa Mesa (not Senate-related but it is Statewide service that helps our students win scholarships)
- 2017.10.10: Another OER webinar
- 2017.10.11: Collegial Consultation with the Chancellor
- 2017.10.12: Officers meeting
- 2017.10.13: ASCCC Area B meeting
- 2017.10.16: Education Policies Committee meeting

OER Webinar

- It wasn't so much about OERs as it was about aggressive strategies for any successful initiative.
- Good ideas about actions that don't work. (E.g., "If you build it, they might look at it" doesn't work.) Attend meetings that have captive audiences (like department meetings) and offer incentives.
- Don't immediately create your own OERs; it is labor-intensive and can be discouraging. Adopt and adapt first, then use what you learned, if necessary, to create anew.

Faculty Travel Update

- The Chancellor will be strictly enforcing the new-ish rule that out-of-state travel must be approved in advance by the Board. Here, "in advance" means before the travel has occurred, not just before reimbursement. There is a long timeline for getting an item onto a Board agenda. My recommendation is that the faculty submit requests for out-of-state travel at least six weeks in advance instead of the usual four weeks.
- Missing this deadline can have dramatic consequences: The requesting faculty members will not be reimbursed for expenses already incurred. If they travel anyway at their own expense, they will have to take sick days. To my knowledge, they will not be covered by the District's insurance while away... You get the picture.
- As for travel to the AB1887 states: After much back-and-forth with Gough Street, it has been decided that I may go ahead and approve the requests but they must still go to the Board...and the Board is not likely to approve. My advice is simply not to ask for funding to the AB1887 states.

Fred Teti, 1st Vice President