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 18, 2017, 2:30-5:00p.m.
Ocean Campus, MUB 140

2017-18 Council Members Present: Loren Bell, Monica Bosson, Neela Chatterjee, Verónica Feliu, Kimiyoshi Inomata, Thomas Kennedy, Mandy Liang, Alexis Litzky, Danyelle Marshall, Antonio Martinez, Shiela McFarland, Carole Meagher, Madeline Mueller, Marie Osborne, Joseph Reyes, Pablo Rodriguez, Marc Santamaria, Louis Schubert, Coni Staff, Fred Teti, Rosario Villasana

2017-18 Council Members Absent: Jacques Arceneaux (on leave), Mike Solow.

Other Senate Members Present: Craig Kleinman, Melissa McPeters, Sheri Miraglia, Michelle Simotas

Guests: Kristin Charles, Ilona McGriff, Pamela Mery, Theresa Rowland, Cherisa Yarkin

I. Call to Order, 2:30

II. Adoption of Agenda

President Liang removed the Food Pantry resolution from the agenda because the Associated Students Executive Council did not have time to vote on the Food Pantry resolution at their meeting.

Revised agenda adopted.

III. Officers' Reports

President Liang briefly reported that:

- The Council should read the Academic Senate News email that was just sent out for details on many programs and updates.
- 2 bills were just signed by the Governor:
  - AB 19 – California Promise Program
  - AB 705 – Basic Skills Curriculum changes. This will be discussed in the Curriculum committee and the Matriculation Advisory Committee. The bill is about completing transfer level English, Math, & ESL requirements.
- The Budget Committee description is going back to the PGC on Thursday, October 19, any feedback using the blue feedback forms is welcome.
- The next Board of Trustees meeting is Thursday, October 26, 2017 at Mission Center.
- The next Academic Senate Executive Council meeting is on November 1, 2017 at John Adams Center.
- The Academic Senate for California Community Colleges (ASCCC) Fall Plenary is in November, Council members can read about the resolutions up for vote in the packet.

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

- We are still working on the College's policy for determining eligibility for honors at graduation.

Second Vice-President Staff reported that:

- The ASCCC Area B meeting took place on October 13, 2017, at Skyline College.
- She has been dealing with the fire in Sonoma County, and one of the big takeaways is that people are amazing in the amount and quality of help that has been provided.

Secretary Litzky reported that:

- She attended the ASCCC Area B meeting and it was a great learning experience. Secretary Litzky encouraged the Council to stay active and start reading about state level resolutions as an important way to stay informed about future changes at the College.
- As the new Guided Pathways Liaison she has been reaching out to other Liaisons in our region to see how they are implementing Guided Pathways at their colleges.

IV. Public Comment

- VC Theresa Rowland updated the Council about a combined effort between administration and student services to support Career Services on campus. 35 faculty, administrators, and staff will work together to envision what comprehensive career services look like.
- A council member agreed about following state level police development. AB 19 is a new policy that will affect the Board of Governors (BOG) waivers, and many of our part-time students.
- Loren Bell served on an ACJCC site visit team and reported it was very intense. We should support more faculty members serving on the accreditation site visit teams.
- There is a shortage in committees, and in particular we need to add more people to the Program Review committee.
- We should start talking about funds coming from the state, and we should be aware of the strings attached to "soft money."

V. Consent Agenda

Resolution 2017.10.18.01 Approval of Minutes: October 4, 2017

Resolved, that the Executive Council adopt the minutes for October 4, 2017.

Adopted by consent

VI. Appointments

Resolution 2017.10.18.02 Appointments to Committees and Task Forces

Noncredit issues

Lisa Johnson, ESL (new appointment)
ShukHan Connie Lau, Business (new appointment)
Sarah Liv Beck, DSPS (new appointment)

Commencement Ceremony Committee
Diane Garcia, Radiological Sciences (new appointment)

Accreditation Steering Committee
Kathleen White, Child Development and Family Studies (new appointment, alternate)

Budget Committee
Simon Hanson, Biology (new appointment)
Mandy Liang, NSCD (new appointment)
David Pieper, Social Sciences (new appointment)

Bookstore Board
Susan Berston, Business (reappointment)

Moved: Mike Solow; Seconded: Pablo Rodriguez
MC, Abstentions: Mandy Liang.
Not present: Jacques Arceneaux, Kimiyoshi Inomata

VII. Welcome and Introduction of Interim Vice Chancellor of Student Development Trudy Walton

Rescheduled due to VCSD having an emergency meeting. VC Walton sent her apology.

VIII. Reports

A. Update from the Institutional Development Division

Associate Vice Chancellor Kristin Charles and Interim Dean Ilona McGriff informed the Executive Council about a draft policy that outlines how and when the Academic Senate will be notified about grants and other new programs that would impact academic and professional matters within the Academic Senate's purview. They requested any feedback about the draft policy.

Council members offered a couple pieces of feedback:

- There was some concern about the ambiguity of the term "notification." The Senate will use internal processes to determine the appropriate level of review or recommendation that will be required. It was clarified that this is simply a tool the grants office will use to ensure the item comes to the Academic Senate.
- There was a question about the word "require" in "require creating a new academic administrator position." It was clarified that sometimes grants explicitly require a specific administrator position and sometimes it is critical to implement the program.

The Administrative Procedures (AP) and Board Policies (BP) are still in development, and once this internal document is finalized the Associate Vice Chancellor and Interim Dean will begin crafting the changes to the AP and BP.

IX. Unfinished Business

A. Integrated Plan – 2nd Read

President Liang presented the Council with the final version of the Integrated Plan.

The Executive Council reviewed the Integrated Plan and offered some feedback:

- On p. 7 (question 5) of the plan, there is an assessment of Degree and Certificate Completion that is not responsive to the prompt. Mike Solow clarified that the Bridge to Biotech Internship Monitoring program identified has been helpful in the completion of various degrees and certificates in Biotech. It was suggested the document clarify this in more detail in the document.
- There was a comment that perhaps in the future, due to AB 705, we may no longer have a basic skills program.
- There was a concern about the focus on UC transfers for African American and Latino students, without taking into account data that reflects our students that transfer to private schools and historically black colleges and universities.
- An amendment was offered to the original resolution to reflect these concerns and changes.

Resolution 2017.10.18.03 Integrated Plan 2017-2019

Resolved, that the Academic Senate recommend the Integrated Plan as presented on October 18, 2017, with the understanding that President Liang will bring forward our concerns about items D1 and D2 in Part II, question 10 about UC transfer data and with the substitute language for Question 5.

Moved: Monica Bosson; Seconded: Shiela McFarland
MC, Abstentions: Marie Osborne
Not present: Jacques Arceneaux (on leave), Loren Bell, Kimiyoshi Inomata

B. Guided Pathways Self-Assessment Tool – 2nd Read

President Liang presented the Council with the Self-Assessment Tool in the most recent form. This tool is the first step to allow colleges to apply for money from the $150 million grant from the State Chancellor's office. President Liang described the process as it exists so far, and where we are in that process. The first step we have completed by committing to send a team of 10 people to the Guided Pathways Workshop on November 7th. Completing this Self-Assessment tool is the second step. The third step will be the Plan Proposal document, which will be released by the State Chancellor's office in late October. Passing this self-assessment tool allows us to develop a proposed plan when the document is released, and maintains the open dialogue about Guided Pathways for the College.

There were a few comments from Council members:

- It is a requirement in the recently passed AB 19 that colleges, as part of the College Promise Program, must utilize a Guided Pathways framework.
- There was a specific concern about faculty workload and the amount of money it will cost to pay for that increased workload.

Resolution 2017.10.18.04 Guided Pathways Self-Assessment Tool

Resolved, that the Academic Senate recommend the Guided Pathways Self-Assessment Tool as presented on October 18, 2017.

Moved: Coni Staff; Seconded: Monica Bosson
MC: 18 in favor, 1 against (Louis Schubert)
Abstentions: Madeline Mueller
Not present: Jacques Arceneaux, Loren Bell

X. New Business

A. GE Area C and Math Graduation Requirement Assessment Report

Sheri Miraglia, Biology faculty and SLO coordinator, presented the assessment report to the Council. In the Spring of 2017 the college assessed GE Area C for the second time (the first assessment was in 2013) and the new (2015) Math Graduation Requirement for the first time. These assessments look at student demographics to identify gaps and suggest ways to improve learning and instructional methodology.

The Executive Council expressed a few concerns:

- There was a concern about the use of the word "gatekeeper," and the negative connotation of this language. Sheri Miraglia agreed that alternative language could be used that does not have the same connotation.
- Advisories are starting to become an important conversation on the Curriculum committee. There was a comment about the potential effects advisories and prerequisites have on who will or will not take a class.

Sherri will adjust the report based on the concerns, and any additional blue forms received from the Council. This item will appear on the next Consent Agenda at the Executive Council.

B. Update to GE Area C Outcome Language

Sheri Miraglia oriented the Council to the current wording of the Area C outcome language. Currently our GELO outcomes for Area C are the following:

Upon completion of this coursework, a student will be able to:

- *Apply scientific inquiry and investigation of evidence to critically evaluate scientific arguments.*
- *Communicate scientific ideas and theories effectively.*
- *Apply scientific principles, theories, or models to explain the behavior of natural phenomena.*
- *Apply scientific knowledge and reasoning to human interaction with the natural world and issues impacting society.*

However, this lumps physical science and biological science into one group. We can see from CSU and IGETC outcome achievement that there are significant differences in outcome attainment between physical and life sciences. If we desire to capture these differences, we should revise the Area C outcomes to align better with CSU and IGETC. In the Area C report the differences of almost 10% outcome attainment between outcomes in Physical and Life Sciences.

Resolution 2017.10.18.05 Update to GE Area C Language

Whereas student outcome achievement in life science is shown to be very different than in physical science based on the 2017 GE Area C Assessment, and

whereas both CSU and IGETC separate life and physical science outcomes into separate groups creating an opportunity to align our outcomes more clearly to the primary institutions that our students choose for transfer, and

whereas it is may be very useful to be able to disaggregate life and physical science outcome attainment when considering recommendations tailored to specific disciplines,

Be it resolved that the new CCSF GE Area C outcome language will state:

PHYSICAL SCIENCE
Upon completion of this coursework, a student will be able to:
Physical Science

- Apply scientific inquiry and investigation of evidence to critically evaluate physical science arguments.
- Communicate scientific ideas and theories effectively.
- Apply scientific principles, theories, or models to explain the behavior of natural physical phenomena.
- Apply physical science knowledge and reasoning to human interaction with the natural world and issues impacting society.

LIFE SCIENCE
Upon completion of this coursework, a student will be able to:
Biological Science

- Apply scientific inquiry and investigation of evidence to critically evaluate biological science arguments.
- Communicate scientific ideas and theories effectively.
- Apply scientific principles, theories, or models to explain the behavior of natural biological phenomena.
- Apply biological science knowledge and reasoning to human interaction with the natural world and issues impacting society.

Moved: Monica Bosson; Seconded: Joe Reyes
MCU. Abstentions: None.
Not present: Jacques Arceneaux, Loren Bell, Pablo Rodriguez, Rosario Villasana

C. Common Assessment ESL Listening Assessment
President Liang presented the Council with the resolution. ESL faculty member Thomas Kennedy also provided some background about the use of Listening Assessments in ESL placement.

Resolution 2017.10.18.06 Common Assessment ESL Listening Assessment

Resolved, that the Academic Senate authorize President Liang to submit the following resolution to the Academic Senate for California Community Colleges Fall 2017 Plenary:

Whereas, Many California Community Colleges are currently using third-party and homegrown listening tests to place ESL students into credit and noncredit courses;

Whereas, Listening skills are essential to successful note-taking and peer discussion in all college coursework and in vocational, professional, and clinical settings;

Whereas, Placement in ESL listening/speaking and integrated skills courses is best accomplished when listening skills are an integral part of the assessment; and

Whereas, Language competencies for listening assessment have already been developed by the CAI work group and disseminated to instructors in the field for feedback and revision;

Resolved, That the Academic Senate for California Community Colleges work with its partners in the California Community Colleges Chancellor's Office and CCCAssess to ensure that the Common Assessment test include an optional listening assessment for ESL students taking the ESL test.

Moved: Monica Bosson; Seconded: Joe Reyes
MCU. Abstentions: None.
Not present: Jacques Arceneaux, Loren Bell, Pablo Rodriguez, Louis Schubert, Rosario Villasana

D. ASCCC Fall 2017 Plenary Resolutions
President Liang presented the resolutions for the Council to consider. President Liang instructed the Council to provide any feedback so we can vote on those suggestions at the next Academic Senate Executive Council meeting.

Comments from the Council:

- There is not enough bite in the resolution about transfer rates, and there should be stronger language about gathering relevant data about transfer rates to non-UC institutions.
- CCSF has a historically important and successful Veteran's center, and we should support the Veteran's resolution even more.
- There were multiple concerns about the quality of free and low-cost textbooks.

E. Academic Senate Goal – "Plus 1"

President Liang and First Vice President Teti oriented the Council to a document that outlines the various "Plus 1" agreements that have been agreed upon. The first part of the Senate goal is to identify the existing agreements. The Council was encouraged to read over the original documents available online through the materials folder.

XI. Adjournment at 4:50pm, in honor of Diwali, the Hindu festival of lights, which falls on Thursday October 19, 2017.

Appendix A

First Vice President's Report 2017.10.18

The Rhetoric Continues

Past 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, this one specifically on developmental math
- 2017.10.11: Officers meeting
- 2017.10.11: Collegial Consultation with the Chancellor
- 2017.10.12: FPDAC meeting
- 2017.10.13: ASCCC Area B meeting
- 2017.10.16: Education Policies Committee meeting

Upcoming Meetings/Events include
- 2017.10.19: Officers meeting
- 2017.10.25: Collegial Consultation with the Chancellor
- 2017.10.26: Officers meeting
- 2017.10.27: College Professional Development Committee meeting

Knewton OER Webinar
- This webinar was dedicated to a particular company's online support services for a developmental math series offered through OpenStax.
- The biggest claim was that the online homework is adaptive. For example, if the software notices that a student is making lots of mistakes with negative numbers, it will send them into the negative numbers unit until performance improves and then return the student to the original unit.
- Their data was…unimpressive. In their study, student success increased from 69% to 71%. (I *was* impressed by a 69% success rate in the first place. How was that measured?)

Faculty Travel Update
- So far so good on out-of-state travel requests being approved…but we have yet to reach the October Board meeting.

Committee Update
- Soon I will begin contacting faculty whose terms expire in December to ask if they seek reappointment. I have already updated the Vacancy List to reflect upcoming as well as existing vacancies.

Education Policies Committee Report
- We are still working on the College's policy for determining eligibility for honors at graduation. Expect in November a proposal that we forgo all the arcana and just use the cumulative GPA that we use for everything else (e.g., financial aid eligibility).

Promises, Pathways, and Collegial Consultation
- The Chancellor feels that the "Promise" isn't so much about the money but about providing eligible incoming frosh with a full-time 12/15/3/15/15 two-year schedule.

- I estimate that there might be only about 500 students in such a cohort. That might not be a bad pilot for a Pathways program.
- However, I *still* don't know the difference between a Pathway and an Ed Plan.

Fred Teti, 1st Vice President