



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 DRAFT MINUTES

Wednesday, October 17, 2018, 2:30-5:00p.m.

Ocean Campus, MUB 140

2018-19 Council Members Present: Jacob Adams, Loren Bell, Susan Berston, Monica Bosson, Malcolm Cecil, Neela Chatterjee, Ekaterina Fuchs, Simon Hanson, Thomas Kennedy, Fanny Law, Alexis Litzky, Antonio Martinez, Madeline Mueller, Marie Osborne, Joseph Reyes, Louis Schubert, Coni Staff, Fred Teti, Dina Wilson

2018-19 Council Members Absent: Octavio Alvarez, Kimiyoshi Inomata (on leave), Danyelle Marshall, Sheila McFarland, Pablo Rodriguez, Kerri Ryer, Marc Santamaria (on leave), Mike Solow, Rosario Villasana

Other Senate Members Present: Carol Reitan, Denise Selleck, Rob Yung

Guests: Ann Clark, Max Hirschfield, Aaron Holmberg, Ivy Lee, Mark Rocha, Theresa Rowland, Kristina Whalen, Cherisa Yarkin

I. Call to Order, 2:30

II. Adoption of Agenda

Agenda adopted.

III. Officers' Reports

President Teti briefly reported that:

- Occasionally there are positive things to report, such as MaryLou Leyba's appreciation of faculty.
- There have been increasingly accelerated administrative search committees. It is getting harder and harder to find faculty to sit on these committees at such short notice.
- There are a few items worth viewing in the materials folders that will become items on the consent agenda at the next meeting.

First Vice-President Hanson briefly reported that:

- There was a budget committee meeting that focused on process. They are meeting again next week and the Chancellor is going to come in to help clarify the purpose of the budget committee.
- He attended an Area B meeting last week. The next meeting will have the full list of resolutions.

Second Vice-President Staff briefly reported that:

- There have been a few schools in the state that have passed “No Confidence” resolutions in response to the state Chancellor.

Secretary Litzky briefly reported that:

- None at this time.

IV. Public Comment

- There was a concern shared by a retired counselor about some of the facilities and budget changes happening at the college.
- There was a concern shared about the ongoing lower Balboa Reservoir land development. A flyer was shared from “Public Lands for Public Good.”

V. Consent Agenda

Resolution 2018.10.17.01A Approval of Minutes: October 3, 2018

Resolved, that the Executive Council approve the minutes for October 3, 2018.

Adopted by consent

Resolution 2018.10.17.01B Forward to PGC w/suggested edits: BP/AP 8.06B Adoption and Implementation of the CA UPCCAA

Resolved, that the Executive Council recommend BP/AP 8.06 for consideration by the Participatory Governance Council with the suggested edits as presented on October 17, 2018.

Adopted by consent

Resolution 2018.10.17.01C New Commencement List Criterion

Whereas, as it is now, students must be approved by both a counselor and A&R before having their names appear on the Commencement list (i.e., in the Commencement program), causing difficulties with deadlines; and

Whereas, as it is now, it can happen that students are approved to have their names appear on the Commencement list but afterward do not qualify for a degree; and
Whereas, it is desirable to have as many qualified students’ names as possible appear on the Commencement list; therefore be it

Resolved, that the CCSF Academic Senate approve the following new policy and Catalog language for consideration by the Participatory Governance Council, as proposed by the Education Policies Committee:

All students who submit a degree petition signed by a CCSF Counselor

before the printed deadline will be able to participate in the graduation ceremony and have their names printed in the commencement program. This includes both Fall and Spring semester graduates and those who have graduated the summer prior or intend to graduate the summer following the academic year in question.

Adopted by consent

Resolution 2018.10.17.01D New Multiple Majors/Degrees Policy

Resolved, that the CCSF Academic Senate approve the accompanying new Multiple Majors/Degrees Policy, as proposed by the Education Policies Committee.

Adopted by consent

VI. Appointments

Resolution 2018.10.17.02 Appointments to Committees and Task Forces

Teaching and Learning with Technology Roundtable
Elena Alvarado-Strasser, Behavioral Sciences (new appointment)

Honors Committee
Rebecca Ancheta, Behavioral Sciences (new appointment)

OER Task Force
Amy McLanahan, Math (new appointment)

Bridges To Success Workgroups

English
Erin Denney, English (new appointment)
Karen Cox, English (new appointment)
Erlinda Legaspi, English (new appointment)

Math
Hal Huntsman, Math (new appointment)
Lily Lum, Math (new appointment)

Outreach
Carina Lin, New Student Counseling (new appointment)
Valerie Abaunza, Continuing Student Counseling (new appointment)

Moved: Monica Bosson; Seconded: Thomas Kennedy
Motion Carries Unanimously, Abstentions: None.

Not present: Octavio Alvarez, Kimiyoshi Inomata, Danyelle Marshall, Sheila McFarland, Pablo Rodriguez, Kerri Ryer, Marc Santamaria, Mike Solow, Rosario Villasana

VII. Special Orders of Business:

A. Welcome New Student Trustee Max Hirschfield

The Student Trustee introduced himself to the Council and shared some of his aspirations and goals to increase student participation in Academic Senate and PGC committees. The Student Trustee requested that we offer some sort of incentive for students to participate in these committees. A few Council members provided some suggestions and contact information to help support this recruitment process.

B. Welcome New Trustee Ivy Lee

Trustee Lee introduced herself to the Council and spoke about the Free City charter amendment that is being developed. The charter amendment includes a baseline set for each year (15 million per year) rather than the lower negotiated numbers with prior mayors. There would also be incremental increases each year that will be similar to the CPI increase each year (approximately 2%). Lee wants the charter amendment to be flexible so we can expand to include new adjustments, such as expanding the eligibility requirements. There is an attempt to get this charter amendment approved with the current Board of Supervisors before Jane Kim leaves.

VIII. Reports

A. Guided Pathways

Rob Yung, GP Communication Coordinator, updated the Council about RISE (Re-Imagining the Student Experience) work happening on campus.

B. Health & Safety Update w/ District Risk Manager Aaron Holmberg

District Risk Manager Aaron Holmberg updated the Council about his role and primary responsibilities. A number of Council members shared their concerns about ongoing safety concerns on campus.

C. Education Master Plan report

Faculty co-chair Loren Bell updated the Council about the ongoing development of the Education Master Plan. The Council shared a number of comments and concerns about the ongoing work with the EMP.

D. Enrollment Management and Growth Plan report

AVC Kristina Whalen and ESL faculty member Denise Selleck updated the Council about changes and edits to the Enrollment Management Growth Plan. AVC Whalen said that all the changes suggested by the Council were accepted, with the exception of one. One suggestion about salary tables prompted them to totally remove the section (rather than being updated) because it appeared to be a part of the budget committee’s purview rather than the Enrollment Management Growth committee. Selleck spoke about the addition of a specific supplement that discusses Noncredit enrollment.

E. Facilities Master Plan report

Vice President Hanson briefly updated the Council about the Facilities Master Plan. The Council asked a few questions about the plan. Everyone is encouraged to attend the upcoming Facilities workshops to ensure faculty voice and representation are included the plan.

F. Technology Plan report

President Teti shared some updates from the ITAC. The next meeting is on October 23rd, 1-3pm, in Batmale 108. There were some concerns shared about the limited amount of information coming from Ellucian during this transition to Banner 9 because some faculty feel like they are still “in the dark” about what exactly is happening.

IX. Unfinished Business

A. Vote to select Academic Senate Goals for 2018-2019

President Teti led the Council in a discussion about the Council goals for 2018-19. After a brief discussion the Council voted to work on faculty-driven vision. At the next meeting we will discuss a plan to achieve that goal.

Resolution 2018.10.17.03 Academic Senate Goals for 2018-19

The Academic Senate will adopt as our goal for 2018-19:

Develop a faculty-driven vision for college-wide changes and initiatives (such as the Education Master Plan and the Facilities Master Plan) to communicate with the Board of Trustees.

Moved: Lou Schubert; Seconded: Marie Osborne

Motion Carries Unanimously, Abstentions: None.

Not present: Octavio Alvarez, Kimiyoshi Inomata, Danyelle Marshall, Sheila McFarland, Pablo Rodriguez, Kerri Ryer, Marc Santamaria, Mike Solow, Rosario Villasana

B. Action: [Enrollment Management and Growth Plan](#)

Resolution 2018.10.17.04 Enrollment Management and Growth Plan

Resolved, that the Executive Council approve the Enrollment Management and Growth Plan, as presented on October 17, 2018.

Moved: Thomas Kennedy; Seconded: Monica Bosson

Motion Carries Unanimously, Abstentions: None.

Not present: Octavio Alvarez, Kimiyoshi Inomata, Danyelle Marshall, Sheila McFarland, Pablo Rodriguez, Kerri Ryer, Marc Santamaria, Rosario Villasana

C. Further Discussion: Student-Centered Funding Formula

The Council engaged in a brief discussion about the new Student-Centered Funding Formula, and how we might make it work for CCSF.

X. New Business

A. Discussion: Proposals from DLAC

- 1. Requiring Regular & Effective Contact in the Adopted LMS (currently Canvas)**
- 2. Recommending that Full-Time Faculty not Teach Entirely Online**

Carol Reitan, chair of Distance Education, informed the council about 2 issues being discussed in the DLAC. These may come to the Council as resolutions in the future to maintain state compliance and best practices for online teaching. Anyone interested in providing input on the resolutions are invited to the next DLAC meeting (second Mondays) to discuss the proposals.

B. Resolution regarding the administrator search process

Resolution 2018.10.17.05 Academic Senate response to Administrator Search Process

The Council authorizes the Academic Senate Executive Council officers to pursue a joint resolution with the DCC and AFT about the pilot administrative search process.

Moved: Monica Bosson; Seconded: Lou Schubert

Motion Carries Unanimously, Abstentions: None.

Not present: Octavio Alvarez, Susan Berston, Malcolm Cecil, Kimiyoshi Inomata, Danyelle Marshall, Sheila McFarland, Madeline Mueller, Pablo Rodriguez, Kerri Ryer, Marc Santamaria, Mike Solow, Rosario Villasana, Dina Wilson

XI. Administration's report

Chancellor Rocha provided a brief update about the College and answered a few questions from the Council.

XII. Adjournment at 5:00pm, in memory of Felix Teisseire Smith, Jr., husband and supportive partner of Fred Teti in his many years of Academic Senate service.

Appendix A

President's Report

2018.10.17

Go Not Gently

Past Meetings/Events include

- 2018.10.05: Bridge to Success meeting w/ Mandy
- 2018.10.08: Some webinar on data
- 2018.10.08: Model Schedule meeting w/ Tom B. and Kristina W.
- 2018.10.09: Budget Committee
- 2018.10.10: Officers meeting with Trustee Davila
- 2018.10.12: Area B Meeting with Simon
- 2018.10.16: Free City planning meeting
- 2018.10.17: Officers meeting

Upcoming Meetings/Events include

- 2018.10.18: Board Meeting at Evans unless I bail (which I very well might)
- 2018.10.19: Fan 5
- 2018.10.22: AB 705 meeting at Los Medanos
- 2018.10.23: Budget Committee
- 2018.10.24: Facilities Town Hall
- 2018.10.24: Officers meeting
- 2018.10.26: OER Webinar
- 2018.10.31: Officers

Academic Senate Program Review (reprise)

On a similar note, all District units must write full, 3-year program reviews this semester. Most of this burden will fall on your stalwart officers. However, we welcome help from anyone willing to provide it. Please let me or any of the officers know if you wish to serve on an ad hoc program review committee.

Behind-the-Scenes Success Story: The Academic Renewal Form

Sometimes things go correctly. Counselor Donna Hayes noticed a few days ago that the Academic Renewal form's language did not match the latest Academic Renewal policy. She brought it to my and Articulation Officer Deanna Abma's attention that this was causing confusion among the students and counselors. The three of us wrote to various people in A&R and...voila...Dean Leyba agreed to get the form updated. She also had this to say (quoted with permission): "I don't think I have ever mentioned how much I appreciate faculty. Faculty have

always been so supportive of A&R even when we make mistakes. This morning during the Chancellor's speech, I was surrounded by so many faculty who were listening to the Chancellor while they were grading papers. They never stop working for our students."

Abridged Administrator Search Saga

I just want to kvetch: At 4:37pm Monday afternoon, I received an email from the consultant managing the expedited administrator searches announcing that the paper-screening for the Associate Vice Chancellor of Finance and Administration would be Wednesday morning and the 4+-hour interviews (telephone and in-person) concluded by Tuesday next week. I mean, *really*. What's next? Will I get the appointment request just as the paper-screening is starting?

Basic Skills Report Signed

The latest Basic Skills report shows that ~\$533k was allocated and spent. On what, you ask? Well, some of it pays for our Math Lab TAs and our embedded tutors. Note that AB 705 puts the future of Basic Skills money in jeopardy because, well, we're just not supposed to have basic skills courses anymore.

Upcoming Curriculum Committee Items

The Curriculum Committee recently approved two proposals that I intend to put on the Consent agenda for October 31: Changing the name of the Women's Studies Department to Women's *and Gender* Studies Department and the accompanying (information-only) prefix change from WOMN to WGST. Please tell me in advance if you wish these to be action items instead. Similarly...

Upcoming Placement Models Item

Please recall that, two meetings ago, Mandy, Dennis, Erin, and Greg gave us a presentation on the new placement models for English, mathematics, and ESL. The Assessment Office finalized these models on October 11th. The only change is a slight modification of GPA for the STEP placement at the mathematics default level. The links to these models are below (they should be live on the posted version of this report). I intend to put adoption of these models onto the October 31st Consent agenda. Please tell me in advance if you wish these to be action items instead.

[English Course Placement Model](#)

[Math Course Placement Model](#)

[ESL Course Placement Model](#)