



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 FINAL MINUTES

Wednesday, 2019 September 18, 2:30-5:00 pm

Ocean Avenue Campus, MUB 140

Council Members Present: Susan Berston, Monica Bosson, Steven Brown, Nixora Ferman, Ben Finateri, Ekaterina Fuchs, Simon Hanson, Thomas Kennedy, Fanny Law, Alexis Litzky, Douglas Owyang, Pablo Rodriguez, Mitra Sapienza, Michele Sieglitz, Michelle Simotas, Chad Stephenson, Fred Teti, Leslye Tinson, Marie Varelas, Katryn Wiese, Dina Wilson, Christina Yanuaria.

Council Members Absent: Jacob Adams, Octavio Alvarez, Malcolm Cecil, Marie Osborne, Kevin Sherman, Rosario Villasana.

Other Senate Members Present: Kathleen White, Madeline Mueller.

Guests: Cherisa Yarkin, Angelica Campos.

- I. **Call to Order, 2:35**
- II. **Adoption of Agenda**
Agenda Adopted
- III. **Special Guests: Associated Student President Angelica Campos**

Angelica Campos briefly reported that:

- This is her second year as President of Ocean campus, and her main mission is to increase communication between student bodies, fill all officer positions (there has been immense turnover), revamp social presence (including Town Halls on campus), make ASC requirements more equitable, address class cuts, and increase communication among constituent groups on campus for greater support.
- She reiterated that students are appointed through the AS Executive Council, and through Student Chancellor, Drew Min.

Questions from Senate members:

- One Senate member expressed his appreciation to Angelica and asked whether noncredit students were being encouraged to run for student council.
- There was a query about what students are doing about class cuts.
- One Senate member asked whether any actions have been taken to involve other sites, the process by which the student Chancellor is appointed, and the result of the Town Hall meetings.
- One Senate member questioned whether adequate support was being provided by faculty.

- One Senate member expressed gratitude and encouraged Ms. Campos to let us know if we could come and speak to students about increasing student committee membership and appointment.
- One Senate member asked Ms. Campos to please come back, and whether she had the time or energy to get help addressing the class cuts.
- President Litzky clarified that in addition to having student Presidents at each campus, there is a position of Student Chancellor, Drew Min, who has held Town Halls at various centers, designed to increase involvement in student government. She emphasized her goal of strengthening the relationships with student constituencies on campus.

IV. Officers' Reports

President Litzky briefly reported that:

- Officers met with Senior Vice Chancellor Boegel about faculty travel, and although disconcerting, a number (financial figure) was disclosed. In addition, she asked to know what the actual faculty travel expense number for last year. If you wish to travel, a request should be submitted to Kimberly Keenan. However, you must still get travel approved if you are to miss a class. Senior Vice Chancellor Boegel is committed to cover mission critical or program critical travel, and hopes for a consensus with a few more meetings.
- There will be an agenda item for discussion in today's meeting about the ongoing budget saga in order to acknowledging the "elephant in the room," around administrator salary increases and perhaps to make a recommendation as to how the district is approaching this issue. A budget subcommittee has been formed and they will discuss the administrative raises (vs. a college-wide budget committee). She is seeking advice from Senate members as she and First Vice-president Hanson approach budget issues.
- She is still participating in the Website Advisory Committee, and wishes to thank Senate Member, Katryn Wiese, for participating.
- If you have feedback about Officer Reports, please let us know.

First Vice-President Hanson reported that:

- When we make nominations for the Program Review Committee, there are certain core, fundamental things that we've not been able to do. This committee has the job of evaluating our academic programs, and it is within senate purview to evaluate our own programs. We need to go back and look at the program reviews that have been written, but when we're dealing with all of the daily crises, it isn't a top priority. If you have any interested faculty members or thoughts on revision and ways to reinfuse this process, let us know.
- A supplemental environment impact report has been created for the controversial Balboa Reservoir project, which in his opinion, minimizes the impact on City College. If we do not comment, they will accept what is in the report as baseline conditions, and the deadline is Monday, September 23.

Second Vice-President Teti reported that:

- The Education Policies Committee met last week, and automatically awarding certificates to students was discussed -- along with the impact on financial aid, veteran benefits, and visas for international students.
- The College Professional Development Committee met last week, and there will be catered lunch at the October flex meeting. For the foreseeable future, lunch will no longer be offered beginning with the January Flex event.

Secretary Berston reported that:

- Group picture day is October 2nd. President Litzky will make it an agenda item to prioritize the timing of the photo, and to maximize group presence.

V. Public Comment

- There was a comment made inquiring what we are doing for an upcoming undocumented student week (DACA) October 14-18.
- There was a comment about CCSF’s agreement with the San Francisco Opera, and discounted tickets are available for an upcoming event.
- There was a comment about Senate members and attendance at the recent demonstration regarding administrative raises at Conlan Hall.
- There was a comment made wondering whether the administration is considering professionalism and clarity of communication.
- There was a comment made about the Website Advisory team and their request for an FAQ list, along with a long-term plan.
- There was a comment made about the confusion and lack of inconsistency throughout campus for all gender bathrooms.
- There was a comment was made about the Program Review Committee.
- There was a comment was made about the college’s violation of its own policies when it comes to program reviews – with information still outstanding, and no finished outcome.
- There was a comment was made that every Friday, faculty and students come together at 1 PM on Mission Campus – and that there is a rally on Wednesday on Ocean Campus.

VI. Consent Agenda

Resolution 2019.09.18.01A Approval of Minutes: September 4, 2019

Resolved, that the Executive Council approved the minutes for September 4, 2019.

Adopted by consent

VII. Appointments: Committee, Task Force, Work Group Appointments

First Vice President Hanson discussed committee appointments, as follows:

Resolution 2019.09.18.02 Appointments to Committees and Task Forces

Career Technical Education

George Peterson, BEMA (new appointment)

Program Review

Susmita Sengupta, Biology (new appointment)

Andrew King, English (new appointment)

Basic Skills

Mitra Sapienza, English (new appointment)

Curriculum Committee, Distance Education Workgroup

Megan Sweeney, Social Sciences

Amy Lawlor, English

Planning Committee

Craig Kleinman, English, (new appointment)

Health and Safety

Andrew King, English (new appointment, alternate)

Facilities Committee

Katryn Wiese, Earth Sci. (new appointment, alternate)

Moved: Thomas Kennedy; **Seconded:** Pablo Rodriguez

MC, Abstentions: None

Not present: Jacob Adams, Octavio Alvarez, Malcolm Cecil, Marie Osborne, Kevin Sherman, Rosario Villasana.

VIII. Reports, Updates, and Discussion items

A. CTE Liaison report

Kathleen White provided an update of her role as CTE Liaison, implemented by the Academic Senate, to represent items of importance to CTE faculty and to be a conduit of information to faculty.

She discussed a number of concerns around Article 18, and despite protection under Article 18, class cancellations. Class cuts and completion remain a concern, along with facility shortages for things such as labs. The CTE Steering Committee, whose entire team has changed, is chaired by Maura Devlin-Clancy, and will be meeting in the Fall (date TBD).

B. RiSE report

Michelle Simotas provided updates about the self-assessment and funding allocation.

The last two years of the funds are fairly minimal (\$185,000/annually). RiSE is hiring for Student Advisory Committee, and there is an upcoming Design Thinking event. One Senate member asked about what happens when funding ends.

C. Feedback about CityOnline Goals*

President Litzky mentioned the CityOnline Goals brought up in the last meeting and a few ideas by the Senate Officers, namely Simon Hanson, have been developed to potentially reframe the question as “What can CityOnline do for the faculty?,” and solicit feedback about the original set of goals. She clarified the Chancellor’s argument in favor of Canvas as a platform (and not necessarily all faculty becoming online instructors), mainly in the event of an environmental disaster. Additionally, the cumbersome process of faculty submitting syllabi would be streamlined through full adoption by faculty of the Canvas system.

One of President Litzky’s goals is to reinvigorate faculty participation, along with the value of the committees, so that members feel as if a) their work has more of an impact, and b) that they are participating in a conversation that will make something happen on campus.

- One Senate member mentioned the assessment of committee functionality.
- One Senate member expressed concerns about violation of the Department Chair contract (Title 5 law and the Ed. Code), along with faculty (out-of-state) teaching CityOnline courses, and how faculty seniority would be addressed. CityOnline faculty are incentivized by a multiplier. (President Litzky clarified the use of the word “multiplier”). The question of a corollary to face-to-face classes was raised.
- One Senate member mentioned the goal of academic integrity in online classes – and how she holds her online students accountable in the same way she does her face-to-face students.
- Nowhere does the language enforce (first and foremost) to ensure the quality and standards of student behavior and learning of online education.
- One Senate member addressed the training of all faculty to become Canvas-ready and the need for support resources at sites other than Ocean.
- One faculty member mentioned that during the 1989 Loma Prieta earthquake, there was no power. The same faculty member queried as to why the Chancellor has not attended AS meetings with a report.
- One faculty member stated that there was no notation in Banner that a course listed as Online was actually a hybrid course. The same faculty member mentioned that a classified instructional designer in EdTech is being hired.
- First Vice-President Hanson stated the importance of clarifying and refining information about online courses, along with prioritizing student success with online education (so that outcome of online courses is in parity with or superior to a face-to-face class).
- One Senate member addressed concern over working on a document that the CityOnline folks should be working on. In addition, CCSF would be in violation of Title 5 law and the education code in California.

- One Senate member mentioned incorrect instructor and course description links, along with concerns over outcomes -- and the presumption of student internet access and widening the gap when it comes to academic equity.
- One Senate member expressed frustration and asked whether there was a way for more of a dialogue (Q&A) to occur when Chancellor Rocha comes to our meeting.
- One senate mentioned the removal of face-to-face support for Canvas. In addition, the Distance Education Department has data of students likely to be most successful in an online environment. Last, the online environment should complement the traditional face-to-face environment and ideally, resources should be collaborated.

D. Review of Resolution 2019.05.15.06 Resolution on Departmental Faculty Coordinators*

President Litzky presented a resolution passed at the last meeting of the year in May of 2019. It is interesting to think about the value (or limited value) of the resolutions (and collective position) that we pass in the Senate. It raises some questions about how we might approach making these types of positions and the type of leverage points we might find to effect change -- thus, the reason for this resolution of Department Faculty Coordinators.

- One Senate member asked whether the Senate was consulted by the BOT (with a message in writing to the AS) before the removal of coordinator units for departments with such units in the past. Departments with coordinator units are having to do the work without compensation, and this is a violation of labor law. Release time should be immediately reinstated and the board should be following their own policies (Board Policy 2.08).
- One Senate member reiterated that the Board is currently in violation of its policies and Title 5 law (and out of compliance with accreditation standards).
- One Senate member inquired about this as a 10+1 issue.
- There was discussion around whether a resolution is needed.
- The Academic Senate President, Alexis Litzky, will request a written response from the Board of Trustees about the resolution on Departmental Faculty Coordinators.

Resolution 2019.09.18.03 Resolution to request Board of Trustees explanation

Resolved, the Academic Senate empowers the Academic Senate President to request a written explanation from the Board of Trustees about the recommended actions in resolution 2019.05.19.06 Resolution on Departmental Faculty Coordinators.

Moved: Simon Hanson; **Seconded:** Steven Brown

MC, Abstentions: None

Not present: Jacob Adams, Octavio Alvarez, Malcolm Cecil, Marie Osborne, Kevin Sherman, Rosario Villasana.

IX. Unfinished Business
A. Provide feedback for BP/AP updates and proposals

1. New addition to the set: BP 1.27 - Practices and Procedures Governing Conduct Related to Elections and Ballot Measure Elections*

President Litzky solicited additional feedback on BP/AP issues, and addressed the question about whether the Diversity Task Force was consulted with Gender AP/BP, however, they did not want to share. It is not an academic/professional matter. She has asked Leilani Battiste to share information about BP/AP, and she has yet to do so.

This is a rewrite to existing board policy and there have been some nefarious activities around the last bond and election donations. Policies have been created to prevent further occurrences of these events. Feedback is being solicited to take to the PGC meeting tomorrow for a first read, with the potential to be taken to the BOT.

- First Vice-President Hanson mentioned that BP has been written to avoid past behaviors (Phil Day, former Chancellor), around political donations and contributions. He detailed some of the old policies as compared to the new policy (with far fewer restrictions). The new policy would remove explicit restrictions that prohibit asking another person to act as an agent or intermediary in making political contributions. The new policy, therefore, would allow political contributions to be made through intermediaries.
- One Senate member asked, with transparency less than adequate, about whether the timing was optimal to be decreasing regulation or oversight.
- One Senate member requested that President Litzky ask First Vice-President Hanson for his recommendations.
- One Senate member raised the question / confusion as to whether this is a “10+1” issue.
- One Senate member finds this suspicious and urges the PGC and faculty representatives to oppose this policy – and that all current and future administrations be held to a high standard.
- One Senate member agreed that the Senate President should seek a response.
- One Senate member agrees that this language could make headlines about CCSF’s ethics, and “sink the bond”

X. New Business

A. Budget Committee Recommendation

President Litzky projected a supplemental document, written by First Vice-President Hanson and Second Vice-President Teti, written prior to the Chancellor’s release of information this week around his violation of the Board Policy, outlining transparency and inclusive decision making. During collegial consultation, the Chancellor informed Senate Officers that additional information (a confidential memo) explaining/surrounding the salary increases to college stakeholders would be forthcoming. Along with a starting point for discussion, this could become a broader recommendation about transparency and feedback is encouraged.

- One Senate member expressed concern about how the salaries (and their corresponding increases) were derived.
- President Litzky mentioned the potential threat of a legal situation (from an administrator, with regard to pay/workload). In addition, a compensation plan that ties administrator compensation to that of other district constituencies was discussed.
- One Senate member mentioned uniformity in faculty and administrator salary tables.
- One Senate member expressed confusion (and vagueness) over the interpretation of the wording “tie administrator compensation” to that of other District constituencies. The same faculty member recommended that a compensation plan or rubric be written which clearly outlines how compensation is made/determined (years of service, experience, role, etc).
- One Senate members mentioned “switching of salary tables,” which makes a side-by-side comparison difficult.
- One Senate member reiterated the need for more uniform salary tables – and that faculty is subjected to certain requirements (steps and level of education, for example), and the reasons behind the increased compensation, including the high/low range (tiers) of compensation.
- One senate member expressed the “secret nature” of this “non-process.”

Resolution 2019.09.18.03 Budget Committee Recommendation

Whereas, at its August 22nd meeting (which featured a two-and-a-one-half hour closed session with no reportable actions), the CCSF Board of Trustees adopted the fiscal year 2019-20 final District budget with a recommendation from the PGC Budget Committee nor any significant public discussions of the contents and values reflected within the adopted budget; and

Whereas, buried within the appendices of the budget was an unvetted revision to the academic and classified salary ranges that seemed to increase – significantly and retroactively – the administrator salary scales; and

Whereas, the Chancellor has blamed the overspending during FY 2018-19, which led to the current austerity measures, class cancellations, student service cutbacks, and a near 5% reserve (the legal minimum), on the lack of fiscal discipline among the department chairs and other non-administrative groups in the District; and

Whereas the Academic Senate believes that widespread public input produces decisions that are collaborative in nature and are the best way to move the College forward through difficult times; therefore be it

Resolved that the CCSF Academic Senate urge that the Board of Trustees acknowledge the Academic Senate’s Title 5 purview over planning and budget procedures and include formal faculty input in any new budget processes developed by the Board; and be it further

Resolved, that the CCSF Academic Senate urge the Board to direct the administration to take immediate, highly visible steps to accept responsibility for and begin healing the culture of mistrust and blame that they are currently enabling at the College; and be it finally

Resolved that the CCSF Academic Senate recommend that the administration publicly develop a compensation plan that clearly and publicly delineates how administrators should be compensated based on their job duties, experience and year of service.

Moved: Steven Brown; **Seconded:** Monica Bosson

MCU, Abstentions: None

Not present: Jacob Adams, Octavio Alvarez, Malcolm Cecil, Marie Osborne, Kevin Sherman, Rosario Villasana.

XI. Adjournment 5:00

Meeting adjourned in memory of Tannis Reinhertz, retired Culinary Arts & Hospitality faculty.