



The Academic Senate

CITY COLLEGE OF SAN FRANCISCO

50 Frida Kahlo Way, Box E-202, San Francisco, CA 94112 (415) 239-3611 Fax (415) 452-5115
www.ccsf.edu/academic-senate email: asenate@ccsf.edu

Curriculum • Degree Requirements • Grading Policies • Program Development • Student Prep & Success • Governance
Accreditation • Professional Development • Program Review • Planning & Budgeting Process • Others as agreed

CCSF Academic Senate Executive Council

Minutes and [Sound Recording](#)

Wednesday, 2021 February 10, 2:30-5:00pm

Location: Zoom meeting <https://ccsf-edu.zoom.us/j/96406746184>

Phone info: +1 669 900 6833 or +1 253 215 8782 * Meeting ID: 964 0674 6184

Council Members Present: Abigail Bornstein, Steven Brown, Amy Diaz-Infante, Nixora Ferman, Ben Finateri, Katia Fuchs, Simon Hanson, Gregory Keech, Nicole Oest, Fanny Law, Stephanie Macaller, Michele McKenzie, Sheri Miraglia, Jeannette Male, Madeline Mueller, Joe Reyes, Pablo Rodriguez, Mitra Sapienza, Lou Schubert, Kevin Sherman, Michele Sieglitz, Michelle Simotas, Coni Staff, Chad Stephenson, Marie Varelas, Katryn Wiese, Christina Yanuaria

Council Members Absent: Octavio Alvarez

Other Senate Members Present: Frederick Teti, Jennifer Kienzle, Karl Westerberg, Malaika Finkelstein, Kenny Verbeckmoes, Carmen Lamha, Monica Bosson, Alexis Litzky, Craig Kleinman

Guests: Stephanie Curry (ASCCC), Mandy Liang, Kristin Charles, Cherisa Yarkin, Cynthia Dewar

- I. Call to Order, 2:35
- II. Adoption of Agenda
Agenda Adopted.
- III. Public Comment
 - Concern raised over the cancellation of the Diego Rivera Theater construction contract with no notice from administration and concern about where the oversight on these projects are.
 - Concern raised about the CARES Act funding that is not being used with no apparent plan from administration.
 - Builder User Groups have been reorganized to include shared governance groups.

- There has been messaging that Fall semester is expected to be entirely online but no official communication has been shared. Inquiry about what the return to campus plans are.
- Request for a standing ASEC agenda item for emergency items that may arise at the last minute.
- No matter what faculty input has been given, time after time, we see decisions regarding projects like the Diego Rivera Theater and PAEC being made unilaterally with no faculty input.

IV. Reports

Officer Reports

- President Hanson
 - Faculty voice is strongest when it's a collective voice and where we can see faculty agency.
 - Budget information is going to be shared at every Board meeting through PGC which further begs the question of where the Academic Senate agency is in that process.
 - One-time state funding for COVID response is available with stipulations.
 - Department chairs have been given instructional budgets that reflect severe cuts. The access to this information has been varied across the campus as some departments have met to discuss the cuts and some have not.
 - The instructional budgets will be shared with the Board of Trustees at the end of this month, again bypassing consultation with faculty before taking the decision to the Board.
 - Next year we are preparing for our next Accreditation visit in Fall 2023; by Jan 2023 we are to submit a full Accreditation report.
- First VP Law
 - Considerations of how the RRP handbook revision aligns with AB 17.25--which charges the Academic Senate with taking the lead with 10+1 matters.
- Second VP Wiese
 - Review of discussion guidelines and emphasis on using the chat to inform the conversation.
 - Faculty voice through resolutions was highlighted.
 - Please reachout to the current officers who are ready to share information about their roles as officers and how this might be something other council members would like to participate in.

- Secretary Sapienza
 - Grading guidance update with new memo from the State Chancellor's office
<https://www.cccco.edu/-/media/CCCCO-Website/Files/executive-orders/2021-01-suspension-of-grading-policy-election-deadlines-extends2020-12.pdf?la=en&hash=551D774E86CFF24E90454174F205D0900AC92D02>
- AFT2121 President Malaika Finkelstein check-in report
 - Admin through down the gauntlet on cuts this week. The Academic Senate has the ability to proactively look at the instructional cuts.
 - Nursing program faculty (31 faculty) presented a letter to the Board with concerns about their program being cut because of the lack of teaching faculty in their department as well as concern for lack of compensation for overload assignments and the desperate need to hire more full-time faculty. They are also requesting the start of hiring procedures before someone retires so as not to have a gap.
 - Folks are working on capturing the percentages that each department is being cut.
- Committee on Committees report
 - See Committee Appointments below.

V. Consent Agenda

- A. Approval of [Minutes from January 27, 2021](#)

Resolution 2021.02.10.5A Approval of Minutes: January 27, 2021

Resolved, that the Executive Council approved the minutes for January 27, 2020

Adopted by consent.

- B. Approval of Committee appointments

Resolution 2021.02.105B Appointments to Committees, Task Forces, Work Groups

Career Technical Education
 --Carmen Lamha, CNIT

Distance Learning Advisory Committee

--Susan Schall, ESL Noncredit

PGC Enrollment Management Committee: Marketing Strategies Ad Hoc Committee/Workgroup

--Craig Kleinman, English

--Lori Admokom, ESL Noncredit

PGC Enrollment Management Committee: Data and Overall Enrollment Ad Hoc Committee/Workgroup

--Jessica Buchsbaum, ESL Noncredit

Evans Campus Building User Group

--Arcadia Maximo, Automotive, Construction, & Building Maintenance

Fashion Scoring Group (reviewing architectural plans for RFP)

--Natalie Smith, Fashion

--Arcadia Maximo, Automotive, Construction, & Building Maintenance

--Paul Gallo, Fashion

Cloud Hall Scoring Group (reviewing architectural plans for RFP)

--Alexis Litzky, Communication Studies

Adopted by consent.

C. Approval of Guided Pathways [Institutional Self Assessment](#)

Resolution 2021.02.10.5C Guided Pathways Institutional Self Assessment

Resolved, that the Executive Council approves the Guided Pathways Institutional Self Assessment.

Adopted by consent.

VI. Old Business 3:15

A. [Equity Action Plan](#) update

- ASEC Secretary and Equity coordinator, Mitra Sapienza presents progress-to-date related to which groups/committees have been presented with the Equity Resolution and accompanying Equity Action Plan.

- Perhaps this Equity Action plan can be integrated into or speak to the many college-wide reports and plans.
- How will the recent cuts impact Equity at the college? How are we operating the college to reach equity?

B. AS Executive Council Process

- discussion of recruitment of council members and officers for next year in light of the upcoming election cycle; AS Executive Council [Election Timeline for Spring 2021](#)
- If we want a strong, healthy Senate, we will have competitive elections. Now is the time to recruit people to run.
- How can we make the ASEC a place where faculty are heard and where they can gain agency.
 - Circulate a list of ASEC members' names and email addresses to all faculty and invite them to reach out to any EC member to learn more about what the ASEC does, what we've done, what we're working on.
 - In the call of nominations, include that every new council member will have a mentor.
 - Some other college Senates have an Election and Professional Development committee who is charged with finding ways to support faculty in the Senate
 - The assumption of availability (of having time to attend the meeting) could impact those who have other commitments, such as other jobs or childcare.
 - The feeling of being unwelcome, not as a result of people's intentions, but through the impact of the words and actions of some who are not leading with inclusivity and belonging on the Council. These instances reflect cognitive disconnects and a complete lack of perspective.
 - Another areas of growth for the ASEC could be representation from the centers.
 - We could have a committee and/or fund to pay faculty to do networking related to getting more racial and ethnic diversity on the Senate.
 - New Canvas Shell for ASEC to discuss 10+1 for a place to discuss much of what we've suggested in this conversation.
 - ASEC mentorship should be thoughtful and intentional and give both mentor and mentee agency with more official guidance.

Perhaps send a brief survey to faculty to gauge their interest or schedule a "Get to Know the ASEC" meeting (perhaps during FLEX day) for those not on ASEC but who are interested.

C. Constitution [Workgroup Report/update](#)

- discussion and first read input on [a proposal from the constitution work group for updating the AS constitution](#)
 - Inquiry about how we define faculty for membership
 - Inquiry about the numbers to determine how we make amendments to the constitution and bylaws in relation to the layoffs that will come as a result of the latest budget cuts.
- Concern was raised by Election officers about pairing the Election for new members with voting on the Constitution and Bylaw revisions. This could be an opportunity for some education for folks to learn about what the ASEC is through the Constitution and get more participation, or it could potentially reduce participation. ASEC needs to determine whether the two should be packaged together in one Election.

D. [Roles and Responsibilities update & discussion](#)

- Continued discussion of the [RRP improvements](#) and revision ideas.
- The budget development process codified in this handbook should align with the class schedule development. The complexities of these processes are alienating overall, but even more so when there is district in the processes that are outlined that are not being followed and are further bolstering silos.
- Inquiries about the budget committee process including Academic Senate and whether these violations of processes can be acknowledged in an accreditation report.
- None of the upcoming Board committee meetings have meeting documents for review ahead of time which leaves very little room for faculty input.
- Bringing in accreditation could be more harmful; administration should consider how the violations of process are impacting accreditation standards.

E. Distance Education discussion

- a planning discussion for navigating our changing roles in remote and online delivery of instruction.
- CityOnline is all of our online offerings.

- There is still a distinction between remote and online teaching; hybrid courses are still considered online; seeking state guidance that will consider temporary remote teaching as online teaching.
 - Federally, all of this is considered distance education. No other specific guidance has come from the State Chancellor's Office. Offerings online are going to be required to be 10% higher than our online offerings from 2018-19.
- Attendance-taking and reports of completion is particularly challenging at this time for remote learners and noncredit programs.
 - Vice Chancellors Cooper Wilkins and Boegel are working on giving more guidance on how to report attendance.
- If the state requires a 10% increase in online course offerings, we should also be increasing the training and support resources for faculty. Partially online courses should have an option for expedited training opportunities instead of going through the entire training again.

VII. New Business

A. Important Dates for Short-Term Sessions

- Education Technology Dept. is seeking support for a [Resolution on publishing course deadline dates for short term classes](#).
- The current situation is that the specific deadline dates are not clearly published in a way that instructors can easily see and communicate them to students. Currently we are given percentages of the important dates for short-term classes that you have to navigate through a cumbersome process to get to and it is not accessible to faculty.

Resolution 2021.02.10.7AD [Resolution on publishing course deadline dates for short-term classes](#)

Resolved, that the Executive Council approves the Resolution on publishing course deadline dates for short-term classes.

Moved Connie Staff, Seconded Katryn Wiese

Adopted by consent.

VIII. Adjournment, with an asynchronous birthday song and perhaps a virtual gin and tonic to honor Madeline Muller on her birthday, 5:23pm.