



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 Process • Others as agreed

CCSF Academic Senate Executive Council

Minutes and [Sound Recording](#)

Wednesday, 2021 February 24, 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: Octavio Alvarez, 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: none.

Other Senate Members Present: Frederick Teti, Harry Bernstein, Erin Denney, Carmen Lamha, Monica Bosson, Debbie Kitchin, Melinda Weil, Alexis Litzky, Megan Sweeney, Kimberly Keenan, Karl Westerberg, Jennifer Kienzle, Susana Atwood, Dana Jae Labrecque

Guests: Gregoria Cahill, Mandy Liang, Cherisa Yarkin

- I. Call to Order, 2:36.
- II. Adoption of Agenda
Agenda adopted.
- III. Public Comment
 - CCSF has partnered with SFMOMA on Diego Rivera Mural curriculum and hosting artists. Upcoming event:
<https://art.ucsf.edu/sesnon/sesnon-speak-feminism-chicanx-and-latinx-art>
 - Appreciation for the AFT teach-in related to funding avenues with

acknowledgement that Noncredit offerings were highlighted.

- Encouragement of attending budget committee meetings to direct concerns about the significance of noncredit at the college.
- Concern about FLEX day coming up with no focus on the current college struggles.
- Question about what rubric is being used to make budget and schedule decisions.
- ESL courses that bring in higher levels of funding to the college than other courses are being cut; nursing program is being cut in ways that could limit the ability to comply with state mandates for those programs.
- Concerns expressed about 1550 Evans.
- Concern about students being pulled out of courses due to residency verification; then they are reinstated which causes lots of problems. We need a notification process before we remove students from their courses.
- If you want to join the Rebuild Campaign, sign up here: <https://vc0.co/Flk>

IV. Reports

Officer Reports

- President Hanson
 - Reference to upcoming Board Meeting Item 9C: a resolution that gives the Board authority to send March 15th letters; and item 9D: a list of administrative positions which will also be receiving March 15th letters.
 - Faculty Professional Development travel funds (for virtual conferences) are now available; requests should be sent to Kimberly Keenan as soon as possible.
 - April 14-17th State Academic Senate Plenary--open to all who would like to learn more about what goes on at the state level. Contact President Hanson if you are interested.
 - P/NP and late-grading process for this semester clarified; deadline May 7th for students to make their grade choices.
 - State Academic Senate officers have convened with CCSF Academic Senate officers.
 - Noah Lystrup is now the contact person for COVID reporting.
 - Financial information at meetings of the Board and PGC are not being shared ahead of time.
- First Vice President Law

- The Noncredit students who have been successful in registering and have the technology and support are doing well.
 - Noncredit will be advocated for at the Student Support Ad Hoc committee.
 - All of the current cuts hurt, but we must try to stay resilient and connected.
- Second Vice President Wiese
 - Working with HR on FSA issues; will report back with details as we learn more.
 - The best way to make change at the college is to get faculty voice written into resolutions, with Senate officers here to support those efforts for those interested.
- Secretary Sapienza
 - Grading guidance updated with information to help our international students and grading implications for those with F-1 visas
<https://sites.google.com/mail.ccsf.edu/ccsfgradingspring2020/home>
 - Save the date! March 9th for a meet and greet to inspire candidacy and communication about ASEC and Associated Student Council.
 - FLEX day March 2, 1:15-2:45
Putting Policy into Practice: Transgender & Non-Binary Inclusion at CCSF - Pau Crego & Jesse Kolber
 This workshop provides an overview of the 2020 Gender Diversity and Inclusion Board Policy. We will focus on CCSF's chosen name system, best practices for in-person and online teaching, and culturally responsive strategies for student-facing services to increase access for transgender, gender non-binary and gender nonconforming students.

AFT2121 check in report

- None at this meeting.

Committee on Committees report

- See Committee Appointments below.

V. Consent Agenda

A. Approval of [Minutes from Feb 10, 2021](#)

Resolution 2021.02.24.5A Approval of Minutes: February 10, 2021

Resolved, that the Executive Council approved the minutes for February 10, 2021

Adopted by consent.

B. Approval of Committee appointments

Resolution 2021.02.24.5B Appointments to Committees, Task Forces, Work Groups

Teaching and Learning with Technology Roundtable

--Amy Miles, English, member

--Marie Varelas, Library, member

CSU_UC Breadth

--Gregoria Cahill, New Student Counseling, as a new resource member

Distance Learning Advisory Committee

--Dayamudra Dennehy, ESL Credit & Noncredit, member

Facilities Steering Committee-STEAM

--Lancelot Kao, Astronomy, member

Facilities STEAM Building User Group

--Lancelot Kao, Astronomy, member

Bayview/Evans Education Master Plan Group

--Nick Rothman, Automotive, Construction, and Building Maintenance, member

--Arcadia Maximo, Automotive, Construction, and Building Maintenance, member

--Steven Brady, Automotive, Construction, and Building Maintenance, member

Cloud Hall Scoring Group

--Jennifer Rudd, Culinary Arts and Hospitality Studies, member

--Andrea Niosi, Library, Culinary Arts and Hospitality Studies, alternate

Program Revitalization, Suspension, and/or Discontinuance Workgroup for

the Aircraft Maintenance Technology Program

- E.Simon Hanson (co-chair)
- Kenny Verbeckmoes - chair AMT program
- Leland Lo - Faculty AMT program
- Katryn Wiese- Faculty non AMT program

Adopted by consent.

- C. Approval of Resolution on [Relaxing the Academic Renewal Timeline for Graduating Students](#)

Resolution 2021.02.24.5C Relaxing the Academic Renewal Timeline for Graduating Students

Resolved, that the Executive Council approves the Resolution on Relaxing the Academic Renewal Timeline for Graduating Students.

Adopted by consent.

VI. Old Business

A. AS Executive Council Elections

- Election Commissioner, Melinda Weil shared the nomination process for next year's council elections. Everything will be electronic this year. Now more than before we need to bolster faculty voice and running for the Senate Executive Council is one way to do that.
- [Election Timeline for Spring 2021](#)
- [Suggestions for improvement from the 2/10/21 meeting](#) have been posted in a living document.

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

- Timeline overview; proposal includes an April 13th or April 20th entire Senate vote on proposed changes.
- Should the entire Senate vote on Senate membership definitions, amendments to the constitution change voting numbers, amendments to the bylaws voting numbers and how we amend the bylaws.

- discussion and break out activity related to proposed changes. Second read and possible adoption of [a proposal from the constitution work group for updating the AS constitution](#).
- C. [Roles and Responsibilities update & discussion](#)
- Informational item will continue the discussion of the [RRP improvements](#) with a brief update on proposals that will be coming through PGC regarding [revising Board Policies & Admin. Procedures](#).
 - Purview of RRP may be in HR; we need to review the ramifications of this change.

VII. New Business

- A. A resolution clarifying the role of the Academic Senate in determination of Faculty Service Areas was tabled.
- Faculty Service Areas should be drawn from a disciplines list; our HR is using a disciplines list from 1990.
 - We do not have a process by which people can request FSAs that includes Academic Senate participation. [Resolution Draft](#)
 - Equivalency processes are followed during the hiring process. The key is to look at disciplines not FSAs. HR is working very hard with Senate officers to resolve the discrepancies.
- B. Process of Budget Development
- Total cost of programs - Process of Budget Development is a 10+1 area of senate purview, faculty have been requesting more complete budgetary information be included in the instructional planning process including categorical and overhead expenses incurred in the process of offering instruction.
 - A discussion of recent audit reports and strategy of how to communicate to the college what the faculty position is on these matters.
 - A resolution draft is presented for discussion with two components urging for transparency about the data used to make budget decisions and making materials available ahead of time in public meetings.
 - We need to know more about what criteria are being used to make budget decisions and who specifically is creating those criteria.
 - Current budget decisions aren't clear due to missing process

information with the need for more information about how these cuts impact each area in detail.

- Noncredit courses support the college financially and the voter base which will suffer if we do not make planning decisions without looking at students 50 years and older. There is a need for leadership to reopen the centers as we get access to the COVID vaccine and a need for a plan for growth in this student population.
- Record of Participatory Decision-Making Consultation: current agenda items are categorized as “operational item and is not subject to participatory decision-making consultation” which goes against past practice of involving constituency groups.
- Many are under the assumption that more growth will resolve our budget problems; but this might not be helpful as we are under hold harmless and the student-centered funding formula.
- As a result of our budget deficit, we must cut, but nowhere can we find documentation of where our priorities and practices are when making these cuts; we need to put our collective voice behind ensuring that that information is shared publicly.
- Programs will fail with these cuts; the Board and some administrators do not have enough information to be aware of short and long term program impacts.
- The Board needs to acknowledge their role in this particular budget situation by the fact that they did not listen to faculty and administrators who were against the hiring and retainment of Mark Rocha who furthered our budget deficit and who we are still paying.
- The Board relies on the expertise of the Office of Instruction and therefore the VC of Academic Affairs should be the one to take responsibility and to start to advocate for faculty and students.

Resolution 2021.02.24.7C Resolution on Budget and Instructional Planning

Resolved, that the Executive Council approves the Resolution on budget and instructional planning.

Moved: Sheri Miraglia; **Seconded:** Lou Schubert

Motion Carries Unanimously.

Not Present: Amy Diaz-Infante, Pablo Rodriguez, Kevin Sherman

VIII. Adjournment, 5:35, in memory of Ana Wu, beloved ESL faculty.

Resolutions:

VII.B

Resolution on Financial and Enrollment Planning Transparency

Whereas transparency of data leads to better decision making and communication and improved communication is a specific goal of the current CCSF education Master Plan and

Whereas public meetings conducted in compliance with the Brown Act require materials used in deliberations of of a public body be posted in advance of the meeting so the public has access to those materials before participating in the meeting

Be it Resolved that the Academic Senate recommend that financial and enrollment and planning data that are used in any deliberations at PGC, BOT and other public meetings conducted by the district, comply with the requirements of the Brown Act and be made available to the participants and the public in advance of the meeting in compliance with the Brown Act guidelines.

Be it further resolved that the Academic Senate recommend that proposed budget cuts by department presented by the Office of Instruction be accompanied by transparent explanations of the criteria used to make each cut, including acknowledgement of who set the criteria and who evaluated them.

Be it further resolved that the Academic Senate recommend that proposed budget cuts by department presented by the Office of Instruction be accompanied by expected FTES loss and associated budget loss.