



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

Note: Copies of the Final Agenda, Resolutions and Materials for the April 14, 2021 meeting can be found in the [Materials folder for that meeting](#).

CCSF Academic Senate Executive Council

Minutes and [Sound Recording](#)

Wednesday, 2021 April 28, 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, Amy Diaz-Infante, Nixora Ferman, Ben Finateri, Katia Fuchs, Simon Hanson, Nicole Oest, Fanny Law, Stephanie Macaller, Michele McKenzie, Sheri Miraglia, Jeannette Male, Madeline Mueller, Joe Reyes, 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, Pablo Rodriguez

Other Senate Members Present: Frederick Teti, Harry Bernstein, Monica Bosson, Karl Westerberg, Lisa Romano, Erik Greenfrost, Jennifer Kienzle, Megan Sweeney, Craig Kleinman, Alexis Litzky, Melinda Weil, Sami Kudsi

Guests: Mandy Liang, Rachel Cohen, Cherisa Yarkin

- I. Call to Order, 2:38.
- II. Adoption of Agenda
 - A. time sensitive item VII.A. BOT [Resolution to Return Students Back to In-Person Classes Safely by Fall 2021](#) added after initial publication of the agenda.
 - B. Amended Agenda Adopted unanimously.
- III. Public Comment

- Comment on discussion with Chancellor Vurdien about the [timeline of the opening of the Diego Rivera Theater](#).
- Celebration for those who have been participating in the hearings for their professionalism.
- Acknowledgement of the grief across the campus and the price the faculty is paying over the mismanagement of funds over the years and how that is all impacting people and families and the education that we provide at this college.

IV. Reports

Officer reports

- President Hanson
 - Senate officers have been focused on students and programs.
 - Discussions with administration have included looking at enrollment, and inquiring about what an enrollment growth plan is and acknowledging the consequences of the layoffs.
 - Plans moving forward through the Office of Instruction are focused on degrees and certificates, leaving out key parts of the college missions statement.
 - There are a variety of groups engaging in accessing other funding sources.
 - Update on the last PGC Budget Committee meeting
 - Update on Faculty travel funds.
- First Vice President Law
 - Enrollment growth is possible!
 - More and more committees are updating their goals and will be presenting those to the Academic Senate in the near future.
 - Concert and Lecture committee is resuming their work.
 - Please help spread the word about committee openings while keeping in mind the impact of the layoffs on committee structures.
 - Let's keep reaching out to students and making sure they have a plan for Fall and feel supported to continue their coursework.
 - John Adams visit was a success!
- Second Vice President Wiese
 - Acknowledgement of the weight of the hearings and the looming results.
 - Much work is being done on promoting transparency and

clarity on FSAs that will be picked back up once we learn more after the hearings.

- Secretary Sapienza
 - No report, just happy to see everyone.
- An inquiry and comments were made after the officer reports regarding new processes for approval for conference registration for remote participation and how faculty get their professional development approved.
 - President Hanson will take the inquiry and feedback to the Chancellor in collegial consultation next week.
- AFT2121 check in report.
 - None at this time.
- Updates from Student Senate.
 - None at this time.
- Committee on Committees report
 - See Committee appointments below.
- Distance Education Report
 - Distance Education coordinator, Jennifer Kienzle, presented an update on new and existing online learning tools, a way to request new tools, active remote support, and training and professional development.
 - Updated guidelines for Distance Education are coming from the state to be implemented by June 2021.
 - No formal guidance yet from the state about extending the remote approvals.
 - Summer refresher course will probably be announced by finals week.
- CSU-UC Breadth Committee Report
 - Articulation officer, Rachel Cohen presented an update on the new CSU Area F Ethnic Studies requirements that goes into effect 2021-22; CCSF submitted 23 courses for Ethnic Studies consideration and have yet to hear back on which courses the

CSU has approved.

- Accreditation update report
 - Accreditation Steering committee chair, Sher Miraglia, gave an update on changes to the accreditation process and an overview of the accreditation site-visit process, shared the formative and summative comprehensive review goal, and highlighted the purpose and spirit of the process.
 - A timeline was presented, working backwards from the time of the site visit.
 - If you have expertise in a standard area, you may be asked to participate. We need strong faculty participation in putting together a strong report.

V. Consent Agenda

A. Approval of Minutes from [March 24, 2021](#)

- Pulled from consent agenda for revision.

B. Approval of Minutes from [April 14, 2021](#)

- Pulled from consent agenda for revision.
 - Clarification of the function of the minutes were made, documents in question were time stamped, and a plan was made to discuss the revisions offline.

C. Approval of Committee appointments

Resolution 2021.04.28.5C	Appointments to Committees, Task Forces, Work Groups
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Scholarship

- Dory Rincon, Healthcare Technology, member
- Claudia DaSilva, CNIT, member
- Lisa DiGirolamo, Biology, member
- Elena Alvarado-Strasser, Behavioral Sciences, member
- Tracee Wong, New Student Counseling, member

Concert and Lecture

- Michele McKenzie, Library, resource member

Evans Building User Group

--Nick Rothman, Auto mechanics, member

PGC Planning Committee

--Mitra Sapienza, English, member

PGC Diversity Committee

--Mitra Sapienza, English, alternate member

Adopted by consent.

VI. Old Business

A. Elections Update

- Ongoing discussion related to ASEC elections in progress.
Electronic voting is open and has been extended till April 30th.
- The results of the Council & Constitutional Amendments are expected to be published by our May 12 ASEC meeting.
- Review of Electing Officers on the final ASEC meeting
 - Voting will be randomized and will take place through roll call voting.
 - Review of the process on the final ASEC meeting with seating new members and electing officers, clarification that elections were extended because nomination period was extended.
 - Election results will be announced by the election officers by May 7th.
 - Discussion ensued about the current process of electing council leadership with inquiries about ways to make the process more inclusive and suggestions to include public statements by those interested in being Council officers.
 - We are tied to the current constitution as it states this process, but doesn't explicitly prohibit announcing officer candidates ahead of time, which is why the revision of the constitution has been a high priority

this year.

- Suggestions were made to invite all of the newly elected officers and agendaize a short discussion about officer nominations, including job descriptions and overview of the positions, at the May 12th meeting while also circulating materials to all of next year's council members, while ensuring that there is no swaying of votes along the way.
- Emphasis is made on the need to continue the work to review and revise the Constitution in order to create better processes for officer elections.

B. Process of Budget & Instructional Schedule Development

- Ongoing discussion and potential actions in support of resolutions passed at our previous meetings including [2021.02.24.7.B.](#) & [2021.03.10.5.C](#) & [2021.03.10.6.A](#)
- Discussion of [Draft Resolution on Fall 2021 Program Reductions.](#)

**Resolution 2021.04.28.6B
Documentation**

Resolution for Fall 2021 Program Reduction

Whereas, California Code of Education 78106 (a) states, in part, that "Every vocational or occupational training program offered by a community college district shall be reviewed every two years by the governing board of the district;"

Whereas, California Code of Regulations Title 5, Section 51022 states, in part, that "(T)he governing board shall adopt and carry out its policies for the establishment, modification, or discontinuance of courses or programs;"

Whereas, California Code of Regulations Title 5, Section 55130 states, in part, that "(T)he development, establishment, and evaluation of approved educational programs included representative faculty involvement;"

Whereas, the Accrediting Commission for Community and Junior College Accreditation Standard II.A.15 states "When programs are eliminated or program requirements are significantly changed, the institution makes appropriate arrangements so that enrolled students may complete their education in a timely manner with a minimum of disruption;"

Whereas, Board Policy 6.17 City College of San Francisco Program Revitalization, Suspension, and/or Discontinuance states, in part, that “Program suspension can be recommended only at the conclusion of an established collaborative process that analyzes appropriate data and applies established criteria. The plan must include provisions for students already enrolled to complete their education in a timely manner with a minimum of disruption;”

Whereas, Administrative Procedure 6.17, City College of San Francisco Program Revitalization, Suspension, and/or Discontinuance states, in part, that the PRSD procedure may only be suspended on an emergency basis if “The appropriate dean(s), the appropriate department chair(s), and a majority of the faculty in the department support the suspension or discontinuance of the program;”

Whereas, the actions of the Board of Trustees on February 25, 2021 in agreeing to potentially lay off 163 full-time faculty as well as all part-time faculty effectively will result in impacts to college-wide programs Fall 2021 and beyond;

Whereas we want to commit to our students by publishing a timely schedule that avoids dropping classes from the schedule after the schedule is published and especially after students have enrolled,

Resolved that the Academic Senate requests that the Administration finalize the Fall 2021 schedule as soon as possible and, specifically, identify and publicly document the impacts that any Fall 2020 through Fall 2021 reductions in course offerings will have on all the programs in the college.

Resolved that the Academic Senate, in support of student success and program continuity, requests the Administration document the programs whose students will be delayed in their certificate/degree completion due to reduced course offerings, the programs whose cohorts will be reduced, and the programs whose students may need to complete their degrees elsewhere.

Resolved that the Academic Senate requests the Administration, after the above documentation is complete and publicly communicated to all constituency groups and the trustees, commit to instituting appropriate PRSD procedures for all programs that will be permanently impacted by the Fall 2021 schedule.

Moved: Coni Staff; **Seconded:** Fanny Law

Aye: Steven Brown, Amy Diaz-Infante, Ben Finateri, Katia Fuchs, Gregory Keech, Nicole Oest, Fanny Law, Stephanie Macaller, Michele McKenzie, Sheri Miraglia, Jeannette Male, Madeline Mueller, Joe Reyes, Mitra Sapienza, Lou Schubert, Kevin Sherman, Michele Sieglitz, Michelle Simotas, Coni Staff, Chad Stephenson, Marie Varelas, Katryn Wiese

Motion Carries, Abstentions: Octavio Alvarez, Christina Yanuaria

Not Present: Nixora Ferman, Pablo Rodriguez

- C. Discussion and possible action on [Draft Resolution on Acting Chancellor Appointment and Confidence in Administration](#).
- Discussion about consequences of a no confidence vote, what the intended changes are to be made as a result, and how this impacts potential future personnel.
 - Item tabled.
- D. Ongoing changes in Remote Delivery, Distance Education and discussion including [discussion of the AS position and development of potential recommendations](#) and a discussion in preparation for a potential [Resolution on Proposed Syllabus Elements](#).
- Brief discussion with explanations from Sheri Miraglia who is curating the syllabus categories; please review the documents and get in touch with Sheri for further discussion or to provide feedback before the next ASEC meeting on May 12th.
- E. Equity Action Plan: [ASEC Committee Community Standards Resolution](#).
- Tabled.
- F. [Roles and Responsibilities update & discussion](#); brief update on the [draft revisions in the Roles and Responsibilities document](#) that are in progress.
- Tabled.
- G. Report out on the ASCCC Spring Plenary meeting and resolutions ([Spring Resolutions](#) + [Post March 26 -- newly added](#)).

- Tabled

VII. New Business

- A. Discussion temperature check in response to BOT [Resolution to Return Students Back to In-Person Classes Safely by Fall 2021](#)
- This resolution needs to go through the constituency groups at the college, none of whom have been consulted with.
 - There is no mention of the connection between returning to campus, the current lay off proposals, and the connection to WERF funding.
 - This document offers a purposeful way to re-engage with in-person instruction that will impact communities that need it the most and will push the district to reopen to stop the continued decline of Noncredit enrollment.
 - There should be a more complete plan in place with deeper consideration of the nuances of different program needs. This is not a one size fits all situation.

VIII. Adjournment, 5:34pm.