



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 Nov 10, 2021 meeting can be found in the [Materials folder for that meeting](#).

CCSF Academic Senate Executive Council

Minutes and [Sound Recording](#)

Wednesday, 2021 Nov 11, 2:30-5:00pm

Location: Zoom meeting <https://ccsf-edu.zoom.us/j/98353441191>

Phone info: +1 669 900 6833 or +1 253 215 8782 * Meeting ID: 983 5344 1191

Council Members Present: Monica Bosson, Abigail Bornstein, Steven Brown, Erik Christianson, Amy Díaz-Infante, Ekaterina (Katia) Fuchs, Kimberly Keenan, Jennifer Kienzle, Jesse Kolber, Nicole Oest Krup, Simon Hanson, Dana Jae Labrecque, Fanny Law, Stephanie MacAller, Jeanette Male, Michele McKenzie, Carole Meagher, Sheri Miraglia, Madeline Mueller, Joe Reyes, Lisa Romano, Mitra Sapienza, Lou Schubert, Michele Sieglitz, Chad Stephenson, Frederick Teti, Katryn Wiese

Council Members Absent: Lenny Carlson (on leave), Wynd Kaufmyn (on leave)

Other Senate Members Present: Kenny V, Lisa Velarde, OL Karl Westerberg, Richard Harris, Malaika Finkelstein, Craig Kleinman, Katrina Rahn, Mary Bravewoman, Lancelot Kao, Michelle Simotas, Harry Bernstein, Cora Chen, Robin Pugh

Guests: Jean Barish, Chalam Tubati, David Martin, Cherisa Yarkin, Mandy Liang, Rachel Cohen, Noah Lystrup, Tom Boegel, Alfonso Castillo

I. Call to Order, 2:33 p.m.

- A. "We acknowledge that we are on the unceded ancestral homeland of the Ramaytush Ohlone who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we

recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the ancestors, elders and relatives of the Ramaytush Community and by affirming their sovereign rights as First Peoples.”

II. Adoption of Agenda

III. Public Comment

- Jean Barish - Please qualify this report as follows - that relocation needs to meet a through review under CEQA, assure that the relocation does not impact other programs at Evans, and continue to study feasibility of returning the program to returning to SFO Airport and other possible sites. The AMT program must be maintained but must be located to be environmentally safe and not impact the Bayview Hunter’s Point community and other CCSF programs. [HEAT Letter regarding AMT Program Location](#)
- Nicole Oest - Special event coming up in partnership with SFMOMA in which five CCSF faculty will present how they teach with the Diego Rivera mural. The event is in the VRC and you can get professional development credit for attending the event. The link to register is through SFMOMA, below: Teaching with Diego Rivera’s Pan American Unity Mural: Experiences from City College of San Francisco on Saturday, Nov 20, 2021, 10–11:30 PDT. Online Zoom event - [Free with online RSVP](#)
- Abigail Bornstein - On Dec 13, 2017 ASEC President Mandy Liang emailed all faculty, making them aware of CTE Liaison position and job description, and instructions for how to submit letter of interest for the position. Although multiple emails have been sent out about open positions, this current temporary CTE Liaison position has not been broadcast to all faculty. This ASEC at the end of September clearly voted for this temporary position to be held until December. Many are upset at having the selection involve an administrator and not coming directly from faculty. This is disappointing - there is a lot going on in the CTE realm during covid, there is funding available and we are neither hearing about it or acting on it.
- Fred Teti - Education Policies Committee met and discussed a proposed new policy for Excused Withdrawal. Will return for a report to ASEC on Nov 24. All are welcome to write to Fred with any questions in advance.
- Steven Brown - Layoffs of classified staff are egregious and we should work to put a stop to this. This is not a 10+1 matter but affects us all and will not solve our budget problems.

- Fanny Law - Hayward Award is accepting applications, please spread the word and submit applications by Monday to return to ASEC on Nov 24. <https://www.ccsf.edu/academics/schools/esl-international-ed-and-translational-studies/english-second-language>
- Chalam Tubati - homeowner in Bayview Hunter's Point. Submitted comments to initial Evan Center study. There is a proposal about this in this meeting and notification of this meeting is not being shared with the public. As comment period has been extended, have not seen any concerns that were raised being addressed.
- Katryn Wiese - we will discuss the AMT report later in this agenda. Report is only about program continuance; this is one piece of this bigger item. We are not dictating where the program will go (this is up to the College).
- Madeline Mueller - Classified layoffs are part of 10+1 as these layoffs do impact student access and I believe they can and should be part of the Academic Senate purview.

IV. Reports

- Chancellor's Report Dr. David Martin (10 min)
 - Thank you for the invite and appreciate what the ASEC does under 10+1. Thank you for faculty survey results to provide context on things to work on.
 - Faculty Survey - highlights were to focus on enrollment and the budget; to make budget decisions as a community and looking outward for other funding sources; and looking for job opportunities for students; and work towards a campus climate that is open, welcoming and transparent. These are all items that I look forward to working on.
 - Program Review - if we are serious about ways to grow programs and expand, this needs to be at the forefront of our discussions. Looking forward to working with faculty/community on revising this.
 - DEI - integrating into all of our operations, and looking forward to enhancing.
 - Thank you to Chancellor for addressing the council.
 - Question - Classified Layoffs - Working with SEIU on 50 layoff notices. Understand this is about real people's livelihoods. Want to be respectful of negotiations and hope that we can keep Classified unit at the levels that they are at today.

Apologize that can not give more of a direct response but look forward to following up as more information is able to be shared.

- Question - Instruction is one of the core strengths of the college. Previously the Chancellor leaned more on the department chairs and we had fewer administrators. The pool of abilities we have at the college are substantial and encourage the Chancellor to call on us. How do you feel about difference between a faculty university model versus administrative K-12 model? - In regards to faculty, have met with many over the past week and a half who connect with students on a level that no one else does on this campus. Focus is on being a partner with the faculty and what they are hearing from their students. I don't have all the answers but am committed to engaging with faculty to learn more about how we can get this campus moving in the direction we want to go. These are words but hope to show actions in the near future.
- Question - We have one of the best cyber security programs in the nation, we have been recognized nationally and federally. We have a multi-million dollar grant but for some reason can not get these funds released as of a year and a half. We have a cybersecurity coach that has not been paid while others are. Please look into this. - Chancellor will look into this.
- Fall Plenary & Officers Reports (30 min)
 - We have not always had success at the state level. There are three ways to influence state law are: 1) go through ASCCC in consultation with the Board of Governors; 2) Influencing directly the budget through trailer bills; 3) Direct Legislation. We spend more time focused on the ASCCC route but this is being bypassed by the legislative process.
 - Legislation - many current legislative items did not go through ASCCC consultation or despite ASCCC opposition.
 - AB 928 - Transfer Achievement Reform Act. Only included one faculty representative from CCC, CSU, UC.
 - AB 111 - Common Course Numbering system - came through budgeting and legislative process. Advocacy argued against this and there is now a workgroup to try to come up with a

better plan.

- DEI - There is a great focus on diversity, equity, and inclusion, and a call to include explicitly the term anti-racism when discussing these issues. Yet at the same time many of the conversations feel like they are at a very rudimentary level. There is also a call and action to review the ASCCC itself through a periodic review and a resolution that was passed at plenary calling for more transparency in elections to ASCCC positions and an analysis of racial and ethnic representation in these positions.
- Ethnic Studies - many colleges that have no courses at all, that don't satisfy the requirement and/or weren't approved. Interesting to hear the historical context of this and left with a lot of respect for colleagues in this area along with articulation and curriculum. Learned a lot from Plenary and encourage others to attend.
- State officers discussed difficulties they faced at the legislative level - they can not do too much lobbying. Legislators do not want a lot of nuance but instead big ideas that will capture the electorate.
- All three segments of higher ed in California have been grown differently and that is not captured in legislation. It is difficult when we are legislated to; whereas the UC system is independent.
- Recommend others to attend.
- Helpful to see other colleges across the state. A shame to see some of the same issues faced by all. There is a lot that we are doing well in following the rules around remote meetings. How will we contend with a hybrid format?
- Non Credit and CTE programs were underrepresented and would encourage you to attend to bring your voice on the other sides of the college. Noting that we are all unique and we are also here to educate working adults/training programs.
- Officer Report - Mitra Sapienza - encourage attendance to Plenary.
 - [Shared Meeting Calendar](#)
 - Faculty Diversity Internship Program - evaluating diversity training, formation of Bias Incidence

Response team (both from students and faculty) and responding with a restorative justice approach versus current process that has a compliance and litigation focus.

- Inclusivity Training - building monitors will be Campus Ambassadors. Dr. Shelly-Ann Collins Rawle in Behavioral Science is developing training focused on welcoming and belonging and non-violent communication. This training will also be available to all faculty.
- AFT2121 check in report (5 min)
 - Academic Calendar - This will be discussed next Tuesday, welcome faculty to attend. [Poll has been sent out to gather faculty input.](#)
 - Pay Restorations - meetings to discuss what will happen to restore salary pay now (not in the future). Administration has not attended meetings and a [complaint submitted about this stating that administration has been bargaining in bad faith.](#)
- Associated Students report
 - [Written report included in meeting materials folder.](#)
- Committee on Committees report (5 min)
 - See below
- ASCCC Legislative Liaison (1 min)
 - Encourage volunteer - reach out to one of the officers if you are interested.
 - Madeline will support anyone who takes up this position
- EFF Workgroup report (5 min)
 - [EFF Survey](#) - looking for your input. Please complete and ask three other faculty members to complete the survey.

V. Consent Agenda

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

Resolution 2021.11.10.5A

Approval of Minutes: Oct 27, 2021

Resolved, that the Executive Council approved the minutes for [Oct 27, 2021](#).

Adopted by consent.

- B. Approval of Committee Appointments
- Pulled from Consent

**Resolution 2021.11.10.5B
Forces, Work Groups**

Appointments to Committees, Task

**Nominations to Committees with Unlimited membership
Works of Art Committee**

-- Nermon, Michelle - Architecture - credit - new appointment

**Nominations to Committees with Limited membership
Matriculation Advisory Committee**

-- Buchsbaum, Jessica - ESL - credit and noncredit - new appointment

-- Helmy, Anna-Lisa - ESL - credit and noncredit - new appointment

Program Review Committee

-- Muller, Lauren - IDST - credit - new appointment

-- Brown, Steven - Environmental Horticulture/Floristry - credit - new appointment

Success in Math, ESL and English committee

-- Gougoutas, Anne (Kate) - TRST - noncredit - new appointment

Student Equity Strategies committee

-- DiGirolamo, Lisa - Biology - credit - new appointment*

*pending committee membership revision on ASEC consent agenda 11/10

**Nominations to AS Workgroups / Task Forces
District-Level Committees and Task Forces / Workgroup
Online Training Workgroup**

-- Marrujo-Duck, Lillian - History - credit - new appointment

Motion to Adopt by Acclamation:

Moved: Katryn Wiese; **Seconded:** Steven Brown

Not present: Lenny Carlson, Wynd Kaufmyn

Adopted by acclamation.

- C. [Student Equity Strategies committee membership](#) revision
- Pulled from Consent
 - Removed “ with 4 seats for counseling faculty. “

**Resolution 2021.11.10.5C
Committee Membership**

Approval of Student Equity Strategies

Resolved, that the Executive Council approves the [Student Equity Strategies Committee membership](#).

Motion to Adopt by Acclamation:

Moved: Katryn Wiese; **Seconded:** Steven Brown

Not present: Lenny Carlson, Wynd Kaufmyn

Adopted by acclamation.

VI. Old Business

- A. Student Conduct Discussion: (5 min) Along with Changes in instructional delivery Last year saw changes in student conduct issues as reported by the office of Student Conduct and Discipline ([2020-21 At a Glance Report Student Conduct](#)).
- Since moving into emergency remote format, there are fewer reports of student discipline but more reports of academic dishonesty.
 - Discussions about what this is and why it's problematic.
 - Increase in apps that can do math and science work, and clearinghousings where students can get essays.
 - 58 incidences over 2021 seems like a small percentage. - compared to statistics from last year however, this is a large increase (has doubled).
 - Consider what is getting reported and what is actually

happening.

- Absent in this report is any consultation with students. Other colleges across the state are facing similar issues and creating task forces that are student led.
- Deserves faculty discussion because inconsistency in how we handle these issues is a major factor. There used to be a regular training about this. There should be a policy about how we all apply this consistently.

B. Program Review Committee Update - (2 min) Updates to the ongoing program review process will be provided as well as recommendations from the Program Review Committee

- Glad to hear the Chancellor address this directly.
- This committee is meeting regularly and looking for more department chairs to participate.
- Currently working on prompts and rubrics; and understanding what information is needed ahead of time for program review.
- Academic Senate has a huge purview here and hope to strengthen the committee and process so that it is connected to budget.
- The next PR meeting will be next Tuesday, Nov 16, 4:00-5:30, and these are all open meetings.

C. Equity Action Plan: 4:07 (13 min) [ASEC Community Standards Resolution](#)

- Conversation started with student members not always feeling welcome on committees or feeling like they had all the information they needed.
- Updates since last spring - acknowledging the undue pressure that faculty of color have in disrupting racist structures, designating a committee member to work with student rep, using tools that are accessible/accessibility
- Several committees have co-sponsored
- This does not include issues of environmental racism, this is specific to committee work.
- Language - Can language be more inclusive and consistent in identifying marginalized groups?

- Inclusion - Want to be sure that a document like this doesn't lose focus but includes all groups in particular the LGBTQ+ and particularly the trans community. Can we also include older adults in groups that we are being inclusive of? Older adults program destroyed with programmatic cuts.
- DSPS language - need more clarification perhaps related to this. Extra time for comment - we want to be inclusive but don't want to run into Brown Act issues.
- Anyone can add comments and edits to the document.
- Purpose of the document - to define some standards of how the committees conduct themselves and can create an inclusive environment. Perhaps add a Whereas clause that defines inclusivity and who is being included, while recognizing that different groups have different needs/face different challenges.
 - Tabled to next meeting to incorporate feedback (will also give time to continue circulating amongst other committees)

D. Constitution Workgroup 4:20 (10 min) workgroup will recap for the Council the methods of updating the constitution and the bylaws, and will provide an opportunity to execute one kind of update by [revising the current department list in Article I of the bylaws to reflect current naming](#).

- Changes to bylaws are made by broadcasting the intention to change to the faculty body at least 10 days in advance of the proposed change, and then putting it to a vote. Approval requires $\frac{2}{3}$ majority vote.
- Current naming was in two places with different names, DCC and directly from Vice Chancellor of Instructor
- Since this is coming to the executive council, would like to note the larger issues in the hopes that they can go back to the workgroup as well and it's okay to table these for future conversations. If time is an issue, then by all means, table it for later. But it would be nice to know that it can be logged and put in a holding bin.

Motion to Extend Time

Moved: Madeline Mueller; Seconded: Katryn Wiese

Resolution 2021.11.10.6D

Approval of Submitting to Senate Body

Updates to Article I of the CCSF Academic Senate Bylaws

Whereas, the Academic Senate Executive Council passed [Resolution 2021.03.10.6C](#) which formed a Constitution Review Workgroup; and

Whereas, Resolution 2021.03.10.6C also tasked the Constitution Review workgroup with updating Article I of the [CCSF Academic Senate Bylaws](#) to “accurately reflect current programming;” and

Whereas, Article IX (Amendments) stipulates, "Amendments to the Bylaws may be made by the vote of two-thirds of the Council. These amendments must be submitted to the Senate members for their information at least ten instructional days before the Council votes;" and

Whereas, the Constitution Review Workgroup has referenced the [current DCC department contact list](#) to inform its work; therefore

Resolved, the Academic Senate Executive Council approves the action to submit to the Senate body on 11/10/21 the updates to Article I of our Bylaws found in the [Proposed Changes to Bylaws Article 1](#) document.

Motion to Adopt by Acclamation:

Moved: Katryn Wiese; **Seconded:** Steven Brown

Not present: Lenny Carlson, Wynd Kaufmyn

Adopted by acclamation.

VII. New Business

A. Student Affairs Action Plan (10min) Council will receive an update on the progress of a Student Affairs Action Plan that is currently in development. Plan is scheduled to be presented to the council for a first reading on Nov. 24.

- Noah, Dean of Student Engagement and Wellness. Noah, Mandy Liang and Dr. Cooper-Wilkins have been working on 5-point Student Affairs Action Plan.
- Thanks to everyone who has helped in this process; would like to collect more feedback from faculty and Academic Senate.

- SWAT analysis completed along with Student Affairs Priority Survey that was sent out twice (over summer and fall of 2021) to classified staff and faculty.
 - Five Priority Areas identified are: 1) Employee Recognition & Talent Development, 2) Campus Partnerships, 3) Student Affairs Structure and Stability, 4) Student Success & Equity, and 5) Community Partnerships
 - Student involvement through going to Associated Student Executive Council and inviting student reps to participate. Recommendation to send out survey to students as well.
 - Where and how to provide input before it comes back to ASEC at the next meeting - if link is provided with the plan and place to provide input, we can have more robust conversation at the next meeting.
- B. [Aircraft Maintenance Technology PRSD Report](#) 4:40 (15 min) The AMT PRSD workgroup has concluded the work it started last year and made a recommendation to revitalize the program. The council will discuss and potentially endorse the recommendations found in this report.
- Following the process, the work group was tasked with making a recommendation, which comes back to the Academic Senate for discussion and adoption. If adopted, it goes forward to the Board.
 - Will we suspend, discontinue, or revitalize the AMT program? In effect the program has been suspended since March of 2020, which is acknowledged in the report. Report recommends revitalization.
 - Revitalization recommendation does not mean there is an easy path forward as there is still the challenge of finding a physical location. Moving to Evans Campus will have ramifications for other programs.
 - Tom Boegel and Simon Hanson have co-chaired this committee and thank all members for their work. At both the Senate and Chancellor level, if there is disagreement there is a requirement for written justification.
 - This report took a lot of time to put together but a lot of good research came from it.

- The recommendation of the AS is to revitalize the program, but not to ignore the need to take in other concerns and impacts.
- Other similar programs around the Bay Area - some of our students that have been impacted have moved over to these programs
- Mitigated Negative Declaration - why are 17 out of the 20 sites scouted in the Bayview? What other agencies have been contacted to see if they can handle a location for this program?
- Program must be within the City and County of San Francisco. School is still in contact with SFO.
- The recommendation is not about where the program will move, but whether the program should be continued or not at CCSF.
- We have 150 students on the waitlist and there were 70 in the program prior.
- Can Evans Center be removed from the PRSD report? - We are not recommending a move to Evans nor removing it as an option.
- Language in the report states that Evans appears to be a viable location and indicates that Evan should be pursued. This language should be tweaked.
- Approval by ASEC of this report can intimate that the faculty approve a move of the program to the Evans campus. Recommend that the document be approved but that all mention of the Evans Center be removed and list of sites being explored be included.
- Many students were left in the lurch; we should continue the program but the wording in the document implies an approval of move to Evans campus. This is very disturbing and does not delineate why community members may object.
- This will come back for another read. Feedback from the Academic Senate will return to the workgroup.

Motion to Extend Time

Moved: Mitra Sapienza; Seconded: Steven Brown

Objection: Abigail Bornstein

Motion Withdrawn

- Written submission to include in the record - please ask Tom Boegel about the report that an essential worker from Evans Center, possibly the interim Tool Room mechanic, is one of the classified staff being laid off. What message does that send about the District wanting to support the Aircraft program?
- Encourage all to submit written feedback to be shared with the workgroup before this item comes back at the next meeting.

VIII. Future Agenda Items- a brief check in with council on timing, goals, and development of future agenda items will be discussed at the end of each meeting (5 min)

IX. Adjournment (5:12pm)