



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, October 5, 2022, 2:30-5:00pm
Via Zoom

<https://ccsf-edu.zoom.us/j/98935746783>

Council Members Present: Monica Bosson, Erik Christianson, Matthew Duckworth, Lawrence Edwardson, Kathryn Frei, Malcolm Hillan, Wynd Kaufmyn, Jesse Kolber, Dana Jae Labrecque, Sheri Miraglia, Madeline Mueller, Ronald Page II, Caroline Priestley, Lisa Romano, Mitra Sapienza, Michele Sieglitz, Chad Stephenson, Frederick Teti, Katryn Wiese, Tanichya Wongprasert

Council Members Absent: Kimberly Keenan (Sabbatical), Thomas Kennedy (on leave from ASEC), Lou Schubert

Other Senate Members Present: Jen Kienzle, Andrew King, Allen Lin, Leslie Pahl, Kevin Sherman, Christina Yanuaria, Nuala Sheetz (on-leave from ASEC)

Guests: Heather Brandt, Kristin Charles, Ying Liu, Geisce Ly, Chancellor David Martin,

I. Call to Order 2:30 (1min)

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 2:31 (4min)

- Mitra is requesting to add 2 new Resolutions at the end of the meeting.
- Fred Teti mentioned they have to be “emergency” items
- Sheri motioned; Erik Christianson Seconded

III. Public Comment 2:35 (10 min)

- **Chad Stehpenson:** ACCJC has made a suggestion to change standards for Library, Counseling & Student Services Standards. Major pushback in the history. Chad is working with the librarians and looking for support to try to come up with something more substantial to share with the senate in an upcoming meeting.
- **Jesse Kolber:** mentioned that FACCC held a roundtable discussion a year ago and Jesse brought up the topic of trans/non-binary inclusivity at community colleges. Gov. Newsom just signed AB2315 that supports this affirmed name system:
https://leginfo.legislature.ca.gov/faces/billCompareClient.xhtml?bill_id=202120220AB2315&showamends=false
- **Wynd Kaufymn:** in the last round of the revision of the standards, we did a lot of pushback and got a lot of what we wanted. Want to acknowledge that.
- **Kate Frei:** Our administration uses polite language to hide their inactions/actions. Suggested the possibility of a strike. She mentioned the refusal of the administration to bargain in good faith and that we need to try to reach the community.
- **Ron Page:** Math Department Open House October 18th, 11am-12:30pm

IV. Reports 2:45

- Chancellor's Report: Dr. David Martin (10 min)
 - Verbal response will be followed by written response re: Resolution of Board Policies to new website. It is now done.
 - Update on VCHR & Employee Relations search: will start interviewing new candidates next week followed by a campus forum. Hopefully if we do have a viable candidate we can have a name of a candidate for the November BOT meeting. Look for an email to schedule Public Forums.
 - Construction items: Conlan Hall is fenced off with a "staging area". Will see more construction equipment soon.
 - SFMTA: Unity Plaza: working on a bicycle-friendly project.
 - Student Success, STEAM, Performing Arts Center: we have a PLA (check recording for acronym) for apprenticeships. Connect with the projects for college credit.
 - Science Building temperature is going to drop in the Winter. Boilers cannot run 24/7. Have to have staff and engineers on site. Takes time for the building to heat up. Heat dissipates with open windows, which we need to keep the air

circulating. Looking at alternatives to staffing hours & temporary fixes to heat building.

- FLEX Day Monday: Public Safety Resources, Mario Vazquez will be giving updates. Send an email if there are specific things faculty want addressed regarding Public Safety.
 - Loren Edwardson- any update for job placement for Dean of ESL, Transitional Studies & Mission Dean?
 - DM: Trying to get the position filled before the start of Spring Semester.
- VC Ly Report (10 min)
 - Lunar New Year is now a state holiday, beginning 2023. We need to dedicate a day for the Academic Holiday and mentioned Lincoln & Washington Birthdays in February.
 - David Palaita: favorite lecture series in two weeks on Zoom.
 - In November, Jamie Hayes, Athletic Director will talk about women's sports (check recording)
 - Credit for Prior Learning (CPL)/employment discussion are currently happening
 - Conversations are happening about OER (Open Educational Resources)/ZTC (Zero Textbook Cost) to minimize costs for students.
 - https://docs.google.com/document/d/18XgUjcVEIE_wkAsI6xC-wW61KxLxqJpKYhf7ntKxYDk/edit
 - Still in development for developing Spring Semester. Trying to make it more tangible.
 - Also will talk about IOTL Trainings to have a clear plan moving forward.
 - Seeking feedback on comprehensive Program Review. 750K from the U-Fund. Prioritizing Institutionalizing Equity. Higher considerations will be given for those requests.
 - Offered to come back to talk about other projects.
 - Officers Reports (15 min)
 - **President Sapienza:** State Chancellor search is underway.
 - Mentioned the bills signed by the Governor
 - Area B Meeting coming up in November. Open to any ASEC members.
 - Mitra is the local delegate at the Plenary.
 - Katia Fuchs & Christina Yanuaria will be attending the

Plenary. Deadline has passed so no more can join that meeting.

- Anyone can attend Area B meeting to learn about regional topics.
- Thanks to Craig Kleinman for reviewing annual Curriculum Approval certification. We are in compliance.
- Mitra, Sheri and Lou looked at the new location for the ASEC Office. Bungalow 604. It has nice light and there is a deck for BBQ'ing.
- Faculty travel was confirmed and approved by the Chancellor. Still working out the details.
- Faculty Re-assign Time: how this has been impacting impacted departments. Talking about consistent guidance and sunshining these policies.
- Also working on Secondary FSAs. On AFT2121 from HR page.
<https://www.ccsf.edu/about-ccsf/administration/human-resources/employee-relations/aft>

- Program Review Committee; supplemental allocation
- Student Chancellor Brandt asked if there room for student members on the committee? Still waiting to hear back.
- New updates on Credit for Prior Learning coming.
- Update Organizational Charts are coming.
<https://www.ccsf.edu/sites/default/files/2022/document/Org-Charts.pdf>
- DLAC/OLET training conversations are in progress
- Some potential for fun activities with ASEC coming up. Possibly an outing at GGP, a sporting event, potluck or Ocean Ale House Winter gathering.
- Update to Board Policies are being circulated
- **Vice-President Miraglia**
 - Has been talking with Kristin Charles about accreditation but will leave it to KC to cover that in her check-in.

AFT2121 check in report (5 min)

- No Report Today

Associated Students report (10 min)

- “We all do better when we all do better.”
- Importance of connecting with Why and Purpose
- Educational Institutions are receiving money to free up barriers that costs of textbooks create.
- Bill 281 signed by Governor, priority registration and wrap-around services
- AB1919: Fare-free Transit Passes was vetoed by Governor. \$126 million. Still continuing to push for way to remove barriers for cost of transit.
- More accessibility and safety around campus, i.e. bike lanes
- Met with LA Metro who made free transit possible.
- Collaborating with Youth for Climate Justice to work on these issues.
- Will possibly present these transit issues at California Community College Student Affairs Association in San Diego October 21st-23rd
- Bay Pass Program
- HARTS Program does have discounted transit passes.
- Will meet with Supervisor Phil Ting to assess.
- Students have been invited to listening sessions for new State Chancellor search.
- Students were informed last week that the Working Adult Program will be fully online. There is no embedded tutoring or designated counselors as they had before and students have concerns.
- Students have been asking for a BOT Candidate Forum to collaborate with ASEC and Students to learn more about candidates and make informed decisions when voting.
- Mitra Sapienza: Working Adult Program is on list of items to discuss with Chancellor and hope to talk with students on further collaboration re: Board forums

- Committee on Committees report (5 min)

V. Consent Agenda 3:40 (5 min)

A. Approval of Minutes from [September 21, 2022](#)

Resolution 2022.10.05.5A

Approval of Minutes: September 21, 2022

Resolved, that the Executive Council approved the Minutes for [September 21, 2022](#).

Adopted by consent.

- B. Friendly amendment to Minutes from [September 7, 2022](#)
- C. Approval of Committee Appointments

Resolution 2022.10.05.5C

Appointments to Committees, Task Forces, Work

Groups

Nominations to Committees with Unlimited Membership

Teaching and Learning with Technology Roundtable

Sean Kim - English (new appointment)

Works of Art

Christa Lewis - ESL (new appointment)

CTE Steering Committee

Kenneth Allen - Health Care Technology (new appointment)

Non-Credit Adult Education

Nuala Sheetz - ESL - (new appointment)

Scholarship Committee

Patricia Castillo - New Student Counseling (reappointment)

Nominations to Committees with Limited membership

Curriculum Committee

Joe Reyes - Biology (reappointment, resource)

DEA Subcommittee

Megan Sweeney - Social Science (reappointment)

Education Policies

Steven Mayers - English (reappointment)

Matriculation Advisory Committee

Peter Stoffers - Counseling (reappointment)

DLAC

Fred Teti - Math (reappointment, resource member)

CSU-UC Breadth

Darline Alioto - Social Science (reappointment)

Rachel Cohen - ESL (reappointment, standing member as articulation officer)

Student Equity Strategies

Wendy Owens - Library (reappointment)

International Education Advisory

MarieKay Valle - Vocational Nursing (new appointment)

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

PGC Facilities

Thomas Menendez - Social Sciences (new appointment)

Adopted by consent.

VI. Old Business (3:45)

A. [ASEC Appointments](#) (10 mins)

Request to fill the ASEC Awards and Recognition Workgroup (needs 3 ASEC members)

- a) [Call for Nominations - 2022-23 Exemplary Program Award](#)
- b) Hayward Award (December)
- c) Stanback Stroud Diversity Award (February)

- Mitra:: In the past we've put a list of names out. Still in need of 3 positions. Otherwise we would move forward without nominations this year if no one has any nominations.
- Loren said he wants to join the workgroup. Sheri Miraglia also joined the workgroup after no one else stepped up.

2. Constitution and Bylaws Review workgroup appointments


- a) Per [Resolution 2021.03.10.6C Resolution on ASEC Constitution and Bylaws Revisions](#)

Table to Next Meeting. No one volunteered to be on the workgroup.

Mitra entertained the Motion to Table to Next Meeting. Madeline Moved. Fred Seconded. Passed by Consensus

VII. New Business (4:00)

A. Google Spaces (15 mins) – Ellen Rayz

-  Google Workspaces -Oct 5 2022.pptx
- Been under the umbrella of the Technical Committee
- Feb 2021: New Limitation from Google to change storage allocation.
- Most of the students were for students and not being used anymore.
- No control or retainment; no limit to storage.
- Rumor that accounts were sold on eBay. Being inappropriately used for private business; legal issues came up.

- By July 2022 we were supposed to clean up by 99%; granted extension until January 2023.
- Sheri (check recording?)
- Chad Stephenson- will students have space to hold their work? What about photos? Public documentation is important.

B. [ASEC Archive resolution](#) (10 mins) – Discussion and potential action on storing Academic Senate Executive Council archives

- Madeline Mueller: some things *you do have to* archive on paper. At least an option.
- Chad Stephenson: we have paper archives from 1964-1990s. Library Archives Room has limited space. Can't really accept more. If Senate has the funding to do the binding, they may be able to be stored in the Library Archives.
- Madeline: Some crucial things need back-up. Can be moved ASAP to MUB's basement 2000 SF. There can be a fire; also digital collapses can occur. Not an either/or.
- Katryn Moved to extend time by 3 min. Sheri Seconded.
- Katryn made motion to Move the item. Sheri Seconded.
- Madeline asked for an amendment to include paper backups
- Michele- asked for examples of what would be necessary backups
- i.e. Mutual agreement in the Hiring Document
- Fred-seconded Madeline's Motion Amend the Resolution
- Chad Stephenson-Additional things worth considering. He is working on getting everything back to 1964. There may be an effort to support paying for proper binding of the documents. Complete Digital Set + Paper Set. There is a plan in place for this.
- Mitra- language is too vague. Paper versions limits the access to public. Who will be moving all of the physical documents into one location.
- Katryn Wiese- asked whether the amendment would force the council to come back and ask permission each time how to back things up.
- Fred Teti- let officer team decide.
- Christina Yanuaria- asked a question about accessibility.
- Mitra Sapienza clarified that binders stored in the basement would be inaccessible to most people.
- Madeline Mueller: everything should be stored digitally. It's not either/or. It's both, where appropriate.
- Motion to Amend. No Opposition.

Resolution 2022.10.05.7B

Academic Senate Executive Council Archives

Resolved that the Academic Senate Executive Council endorses the process for preserving the [Academic Senate Executive Council Archives](#).

Adopted by consent.

- C. Teaching and Learning with Technology Roundtable [Technology Adoption Rubric](#) Endorsement (10mins)

Resolution 2022.10.05.7C

Technology Adoption Rubric

Resolved that the Academic Senate Executive Council endorses the Teaching and Learning with Technology Roundtable [Technology Adoption Rubric](#).

Adopted by consent.

- D. Institutional Self Evaluation Report (ISER) (10 mins) – AVC Kristin Charles presents the first read of the ISER; sections can be accessed here: www.ccsf.edu/accreditation
- Any revisions should be sent in before 10/19 meeting for first stage of feedback.
 - Mitra asked if there is anything else to think about re: what to look for.
 - https://forms.office.com/Pages/ResponsePage.aspx?id=1iIPXhaKfkG_OtCByYs42Kd6eScV75BHrd0tl1gbz7JUMllKSEtMUjdRTTA4OUdVUkJISTY2UFFTQy4u
- E. [Final version of ILO 1 2022](#) and [ILO 1 Assessment Report and Resolution](#) (10mins) – SLO coordinators Janey Skinner and Andrea Niosi will present the ILO Report and resolution for review and endorsement.
- Monica Bosson suggested consulting with Alexis Litzky for some feedback.
 - Dana Jae moved to Approve. Sheri Seconded.
- F. [ASCCC Resolution on incorporating Inclusion, Diversity, Equity, Anti-Racism, and Accessibility \(IDEAA\) principles explicitly into Title 5 § 53200](#)
- Mitra brought back Resolutions from State Chancellor, Revise Title 5 Language governing Academic Senates.

- Student Equity Strategies Committee unanimously voted to move this forward.
- Area Meeting 10/14, Mitra could move it forward at Area B or State Plenary in November.
- State Senate Resolutions are presented by a delegate.
- Michele Sieglitz- is there any harm in holding off a motion since it feels rushed?
- Mitra- would not be able to discuss at Area B meeting.
- Dana Motioned. Ron Seconded.
- Fred Teti- might make sense for 11+1 endorsement instead of IDEEA on every document.
- Passed by CONSENT
- Second

G. [ASCCC Resolution on the development and implementation of a CCC Online Materials IDEEA rubric](#) *table to next meeting*

VII. Adjournment (5:00pm)

Resolutions

VII. B. [ASEC Archive resolution](#)

VII. C Resolved that the Academic Senate Executive Council endorses the Teaching and Learning with Technology Roundtable [Technology Adoption Rubric](#).

VII. E. [ILO 1 Assessment Report and Resolution](#)

Resolved that the CCSF Academic Senate Executive Council endorses the [ASCCC Resolution on incorporating Inclusion, Diversity, Equity, Anti-Racism, and Accessibility \(IDEAA\) principles explicitly into Title 5 § 53200](#).

Committee Appointments

➤ Nominations to Committees with Unlimited membership

- **Teaching and Learning with Technology Roundtable**
 - Sean Kim - English (new appointment)
- **Works of Art**
 - Christa Lewis - ESL (new appointment)
- **CTE Steering Committee**
 - Kenneth Allen - Health Care Technology (new appointment)

- **Non-Credit Adult Education**
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- **Scholarship Committee**
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- **CSU-UC Breadth**
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 - Rachel Cohen - ESL (reappointment, standing member as articulation officer)
- **Student Equity Strategies**
 - Wendy Owens - Library (reappointment)
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