

# The Academic Senate

## CITY COLLEGE OF SAN FRANCISCO

50 Frida Kahlo Way, Bungalow 604, San Francisco, CA 94112  
[www.ccsf.edu/academic-senate](http://www.ccsf.edu/academic-senate)

Copies of the Final Agenda, Resolutions, and Materials for the Nov 19, 2025 meeting can be found in the 2025.11.19 Meeting Materials [folder](#).

The Academic Senate Executive Council is committed to providing access and accommodation to Executive Council meetings. To make a request connected to a disability or health condition contact the Academic Senate President 48 hours in advance of any Executive Council meeting.

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## CCSF Academic Senate Executive Council

### Final Agenda

Wednesday December 3, 2:30-5:00 pm

Ocean Campus, HBB 140 or Via [Zoom](#)

[December 3 Meeting Materials](#) | [ASEC Zoom Meeting Pro Tips](#) | [Community Guidelines](#) | [Guide to CCSF Acronyms](#)

The times below are estimates and are subject to change. The agenda is not official until adopted.

#### 1. **Call to Order 2:30pm**

##### [CCSF Land Acknowledgement](#)

*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.*

#### 2. **Adoption of Agenda 2:35pm**

#### 3. **Public Comment 2:40pm**

This portion of the meeting is reserved for persons desiring to address the Senate on matters not on the agenda. No actions will be taken. Public comment is limited to 1 minute per speaker, which is about 150 words. You can submit comments in one of the following ways:

- Raise your “hand” in person or the Zoom room to get on the speakers list and deliver a live comment.
- Submit your comment through the Zoom meeting chat, to be read by a member of the Executive Council.
- Email your comment to [efuchs@ccsf.edu](mailto:efuchs@ccsf.edu) 12pm on the day of the meeting, to be read by a member of the Executive Council.

4. **Reports 2:50pm**
  - a. Officers Reports (15 min)
    - i. [President's report](#)
  - b. AFT2121 check-in report (5 min)
  - c. Associated Students Executive Student Leadership report (5 min)
  - d. Committee on Committees report (5 min)
5. **Consent Agenda 3:20pm**
  - a. [Appointment of Lisa King as Credit for Prior Learning \(CPL\) coordinator](#)
  - b. [Nomination](#) of Vita Paramo for Hayward award for Excellence in Education.
  - c. [March 2026 Flex Day Schedule](#)
  - d. [SAMAC Recommendation](#) to move forward with Advantage Design Group for student Orientation
  - e. [Approval](#) of [Minutes from November 19, 2025](#)
  - f. Revised [Honors Issues Committee Description](#) with new 2024 Accreditation Standards
  - g. Approval of [Committee Appointments](#)
  - h. (Edit 12/1) [Acceptance](#) of [Noncredit coordinator job description](#)
6. **Old Business 3:25**
  - a. [Election timeline](#) (Discussion and first read [possible action](#), Sheri Miraglia, Joe Reyes, Steven Brown, 15 minutes)
  - b. [Constitutional amendments](#) (Discussion and first read [possible action](#), Katia Fuchs, AS President, 20 minutes)
  - c. [Committee Bylaws feedback](#) (Discussion, Lillian Marrujo-Duck, 1st Vice President, 15 minutes)
7. **Break 4:15pm**
8. **New Business 4:20pm**
  - a. [Legitimate Educational Interest bp/ap](#) (Discussion and first read possible action, Lisa King, 20 minutes)
    - i. [Board Policy](#)
    - ii. [Administrative Procedure](#)
  - b. [Program review coordinator](#) (Discussion and first read possible action, Katia Fuchs, AS President, 15 minutes)
9. **Adjournment (5pm)**

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## Resolutions Packet for December 03, 2025

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### Consent Agenda

#### 5.a Resolution in support of Lisa King's appointment as Credit for Prior Learning Coordinator

Resolved that the Academic Senate Executive Council appoints Lisa King as Credit for Prior Learning Coordinator effective Spring 2026, with gratitude for Lisa's willingness to serve the college in this critically important way.

#### **5.b Resolution in support of Vita Paramo's nomination for Hayward Award for Excellence in Education**

Resolved, that the CCSF Academic Senate enthusiastically supports Vita Paramo as the nominee for the Hayward Award for Excellence in Education

#### **5.d. SAMAC Recommendation to move forward with Advantage Design Group for student Orientation**

Whereas the contract with the vendor supplying the [current online student orientation](#) (Comevo) is expiring and

Whereas the current online student orientation is static, text-heavy and long, often resulting in students just clicking through to the end without engaging and

Whereas the product offered by [Advantage Design Group](#) is interactive and dynamic, and

Whereas many California Community Colleges including Merritt College, Monterey Peninsula College, and West Valley College use the Advantage Design Group for their student orientation, and

Whereas the Student Access and Matriculation Advisory Committee (SAMAC) was able to see a demo of the Advantage Design Group be it

Resolved that the Student Access and Matriculation Advisory Committee (SAMAC) acknowledges the need for a redesigned online orientation for students and be it further

Resolved that, while SAMAC accepts the recommendation to move forward with Advantage Design Group as the vendor for the new online orientation, SAMAC continues to advocate for more robust in-person orientation options, and otherwise exploring what kinds of orientation are most helpful to students.

#### **5.e. Approval of Minutes: Minutes from November 19, 2025**

Resolved, the Executive Council approves the minutes for November 19, 2025.

#### **5.f. Acceptance of the Revised Honors Issues Committee Description**

Resolved, the Executive Council Accepts the Revised Honors Issues Committee Description dated October 20th, 2025.

#### **5.g. Approval of Committee Appointments**

1. [Student Access and Matriculation Advisory Committee](#) (SAMAC)

- Katia Fuchs, Mathematics, (Renew) 2 years
- 2. [Scholarship](#)
  - Margaret Wooliever, Noncredit ESL, (New), 2 years
- 3. [Enrollment Management](#)
  - Katia Fuchs, Mathematics, (Renew) 2 years
- 4. [Institutional Review Board \(IRB\)](#)
  - Rebecca Ancheta, Behavioral Science, (New) 2 years
  - Lori Selke, ESL, (New) 2 years
  - Savio Chan, DSPS, (Renew) 2 years
  - Indika Walimuni, Computer Science (New) 2 years

#### **5.h. Acceptance of Noncredit/Adult Education Coordinator Job Description**

Resolved the Executive Council approves the job description for the Noncredit/ Adult Education Coordinator.

#### **6.a Approval of 2026-27 Election Timeline**

Resolved the CCSF Academic Senate Executive Council approves the timeline for 2026-27 election cycle for the Academic Senate Executive council.

#### **6.b Adoption of constitutional amendments from 2025 ballot to 2026 ballot**

Whereas, support for both of these amendments in the 2025 election was very strong and

Whereas the amendments were not adopted only because of low voter turnout and

Whereas the election timeline is significantly moved up for the 2026 election, with concerted efforts to increase election engagement, be it

Resolved that the constitutional amendments from the 2025 ballot be put on the 2026 ballot to see whether improved turnout leads to their adoption.

#### **8.a Resolution in favor of new BP and AP on Legitimate Educational Interest (LEI)**

Whereas FERPA exists to protect the privacy of students, restricting access to information about them only to those employees with legitimate educational interest, and

Whereas OLET does not have a consistent process for assigning faculty and staff access to an instructor's Canvas course shell that aligns with their job duties, and

Whereas it is part of an instructor's job description to assign grades to their students, and

Whereas tutors and teaching assistants have had access to faculty gradebooks at the discretion of individual instructors and without prior consent of the students, be it therefore

Resolved, that ASEC recommend approval of a new board policy and administrative procedure that allows employee access to student records only if a) they have a legitimate educational interest in viewing a student's records without the student's prior consent, and b) they access the specific records they need to complete a task that aligns with their official job duties.