

The Academic Senate
CITY COLLEGE OF SAN FRANCISCO
50 Frida Kahlo Way, Bungalow 604, San Francisco, CA 94112
www.ccsf.edu/academic-senate

CCSF Academic Senate Executive Council
Final Minutes

Wednesday December 3, 2025 2:30-5:00 pm
Ocean Campus, HBB 140 or Via Zoom

Councilmembers present: Jessica Buchsbaum, Katia Fuchs, Mike Greenberg, Carina Lin, Alexis Litzky, Lillian Marrujo-Duck, Madeline Mueller, Jonathan Potter, Pablo Rodriguez, Lou Schubert, Chad Stephenson

Councilmembers absent: Robin Pugh, Mitra Sapienza, Anjali Sundaram (on leave)

Other Senate members present: Joe Reyes, Landi Ehnle, Sheir Miraglia, Janey Skinner, Vita Paramo, Amber Straus

Guests: Heather Brandt, Patrick Ekoue-Totou, Evangelia Brewster, Lisa King

1. Call to Order 2:36pm

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.

President Fuchs connected the Land Acknowledgement that from November 20th, 1969 to June 11th, 1971, 79 Native Americans took over and held Alcatraz Island as Indian land. The occupation of Alcatraz Island was led by the group Indians of All Tribes. The Alcatraz occupation led to a yearly celebration of the rights of Indigenous People. On Thanksgiving Day, all visitors are welcome to attend a dawn ceremony under permits by the National Park Service. Councilmember Pablo Rodriguez read the Land Acknowledgement aloud.

2. Adoption of Agenda

2025.12.05.2.a Adoption of the Agenda

Moved by Mike Greenberg, seconded by Jessica Buchsbaum.

The Senate adopted the agenda by roll call vote with 9 in favor.

3. Public Comment

- a. Madeline Muller - CCSF Orchestra has returned and will include a dance concert on Thursday, December 4, and jazz band next Tuesday, December 9 in HBB 140. The choir will perform Thursday, December 11 at 5:30pm in Rosenberg Library atrium.
- b. Evangel Brewster - Student voices need to be heard at all levels; many students are feeling left out and need support
- c. Pablo Rodriguez - Part-time faculty are a large part of the total faculty; the proportion of faculty of color does not reflect the student body which is largely people of color; he reaffirmed the need for student support and representation

4. Reports

- a. Officers Reports
 - i. [President's report](#)
 1. President Katia Fuchs visited and appreciated the programs and services at Downtown Center, particularly the student run bakery which operates each Thursday
 2. Continued need for a labor acknowledgement as part of the land acknowledgement.
 3. Senate Ambassadors – Alternate meeting locations continue to be available and persons interested in being a Senate Ambassador should contact Katia Fuchs.
 4. Facilities – Lower Reservoir parking is now closed and day-passes are no longer available for STEAM building parking to alleviate overcrowding from the public. Batmale Hall conditions are dire—the Chancellor has been engaged with Facilities to remediate the building
 5. Technology updates – Advantage Group will replace the current online orientation materials vendor to improve the student experience
 6. Program review – [CaRP](#) (formerly Fan5) guidelines should be followed for this year's Resource Request process
 7. Faculty travel – Workflow clarifications includes use of AdobeSign which includes VP of Academic Affairs, then to the Board of Trustees, and on to the ASEC Travel Coordinator for approval and reimbursement; department chair requests go to deans for approval
 8. Academic Senate business – ASCCC resolutions from Fall Plenary are now posted, Spring Plenary (April 2026) will include new resolutions—see ASCCC website for timeline and process. *Rostrum* publications (November 2025) are available in the Senate offices and [online](#) and include [an article by CCSF faculty on land acknowledgements](#)
 9. Math department speaker series will be held on Tuesday, December 9 on Data Science—all are welcome to attend

- ii. First Vice-President Lillian Marrujo-Duck - Artificial intelligence continues to be part of her professional development and noted its impact
- iii. Second Vice-President Alexis Litzky – PGC planning committee working on training for the Educational Master Plan to create a successor plan with a work group starting in Spring 2026. Facilities work will happen, then the Education Plan will be developed, then Education Master Plan in 2027 or 2028 to integrate them. Discussion contemporary learning environments and methodologies will be included in the planning process. She is excited that food will be provided at our next ASEC meeting—additional treats welcome!
- iv. Secretary Chad Stephenson – Continued work on ASEC office systems; one area of improvement continues to be in ADA public document compliance with Section 508
- b. AFT2121 – President Fuchs, reporting on behalf of AFT2121 President Mary Bravewoman
 - i. December party at Barebottle Brewing on December 18; the bargaining survey continues and all members should fill it out; Bargaining Team elections are forthcoming with faculty currently being nominated
- c. Associated Students Executive Student Leadership – Student Chancellor Heather Brandt
 - i. November meeting included a resolution on renaming the Student Success Center for Dr. Henry Augustine Jr.; students have put forth a resolution for a full-time food pantry on Ocean campus compliance with Assembly Bill 2033, which went into effect on September 1st and requires each district to establish a food location on campus where EBT cards can be utilized; discussion of “legitimate educational interest” was held with President Fuchs and Education Policies chair Lisa King; leadership discussed the plaque to be placed on “Whales” sculpture; officers continually meet with Chancellor to discuss student rights and inclusion in participatory governance issues such as drop for non-payment, enrollment, unprotected populations, international students, and student parents; Umoja/AARC and Mission campus mural issues will go to the Board of Trustees
- d. Committee on Committees report - First Vice-President Lillian Marrujo-Duck
 - i. Lillian Marrujo-Duck presented the committee’s recommendations for committee membership
 - ii. Jessica Buchsbaum acknowledged and appreciated the inclusion of two new ESL faculty as part of the recommendations and their engagement with the college

5. Consent Agenda

- a. [Appointment of Lisa King as Credit for Prior Learning \(CPL\) coordinator](#)
 - i. Pulled for discussion by Lillian Marrujo-Duck
 - ii. The Senate voiced appreciation for Lisa’s work
- b. [Nomination of Vita Paramo for Hayward Award for Excellence in Education](#)
 - i. Pulled for discussion by Lillian Marrujo-Duck
 - ii. Vita Paramo was celebrated by Amber Straus; Mike Greenberg stated there will be a celebration in Spring for all nominees
- 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](#)
 - i. Pulled for discussion by Lillian Marrujo-Duck
 - ii. These will return to the next meeting with updates for approval
- f. Revised [Honors Issues Committee Description](#) with new 2024 Accreditation Standards
- g. Approval of [Committee Appointments](#)

h. [Acceptance of Noncredit coordinator job description](#)

2025.12.03.5.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.

Approved by acclamation

2025.12.03.5.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

Approved by acclamation

2025.12.03.5.c Adoption of March 2026 FLEX Day Schedule

Resolved that the CCSF Academic Senate adopts the March 2026 Flex Day schedule

Adopted by consent

2025.12.03.5.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.

Adopted by consent

2025.12.03.5.f Acceptance of the Revised Honors Issues Committee Description

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

Adopted by consent

2025.12.03.5.g Approval of Committee Appointments

1. Student Access and Matriculation Advisory Committee (SAMAC)
 - o Katia Fuchs, Mathematics, (Renew) 2 years
2. Scholarship
 - o Margaret Wooliever, Noncredit ESL, (New) 2 years
3. Enrollment Management
 - o Katia Fuchs, Mathematics, (Renew) 2 years
4. Institutional Review Board (IRB)
 - o Rebecca Ancheta, Behavioral Science, (New) 2 years
 - o Lori Selke, ESL, (New) 2 years
 - o Savio Chan, DSPS, (Renew) 2 years
 - o Indika Walimuni, Computer Science, (New) 2 years

Adopted by consent

2025.12.03.5.h Acceptance of Noncredit/Adult Education Coordinator Job Description

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

Adopted by consent

6. Old Business

- a. Election timeline - Sheri Miraglia and Joe Reyes, Election Commissioners
 - i. Discussion and first read of timeline by Sheri Miraglia. March 6 Flex Day will be used to improve voter turnout and participation. Paper ballots may be offered as an option to electronic voting to improve turnout. Earlier voting will make it easier for chairs to adjust scheduling to accommodate those elected.
 - ii. President Fuchs stated that all faculty—full or part-time—are encouraged to participate and for your voice to be heard.

2025.12.03.6.a Approval of 2027-28 Election Timeline

Resolved the CCSF Academic Senate Executive Council approves the timeline for 2027-28 election cycle for the Academic Senate Executive council.

Moved by Alexis Litzky, seconded by Lillian Marrujo-Duck

Approved with 10 votes in favor.

- b. Constitutional amendments - Katia Fuchs, AS President
 - i. Katia spoke to the pros and cons of the amendment
 - ii. Councilmembers shared issues and concerns including adjusting ESL to three, similar to other departments. Proportionate representation for credit and noncredit is historically

important to a “blended” institution. A smaller number of representatives may be important to “right size” the council at this time, yet may also exclude engagement with as much representation as possible. Historically, the two college Senates together made 30 members, yet was reduced to 29 members to break a tie. There has not been a fully seated council since the mid-2010s—a representational approach may be helpful, assigned by proportional size of programs. Representation from noncredit and center locations can be improved, as well as by programs. Creation of a workgroup on faculty representation was proposed as a friendly amendment by Lillian Marrujo-Duck.

- iii. Motion to debate resolution
- iv. Motion to sever resolution- Amendment was severed into two parts and voted upon individually.
- v. Voting on the perfected amendment occurred

2025.12.03.6.b Adoption of constitutional amendment extending term limits 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 further

Resolved that the constitutional amendment 2 (extending term limits) from the 2025 ballot be put on the 2026 ballot to see whether improved turnout leads to their adoption and be it further

Moved by Lou Schubert, seconded by Mike Greenberg

Approved with 9 votes in favor and 1 abstention.

- c. [Committee Bylaws feedback](#) – Discussion
 - i. Moved to next meeting

7. Break

- a. The Senate took a five-minute break

8. New Business

- a. [Legitimate Educational Interest Board Policy / Academic Policy](#) - Lisa King

- i. First read of the resolution 8.a:

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

- ii. Background - requests by faculty to add people to Canvas shells currently going through OLET. [Board Policy](#) and [Administrative Procedure](#) were included as background conflicts with access to student information and student privacy. Necessary access is for those needing to complete academic work.
- iii. Council members asked questions and shared concerns including: levels of access granted by OLET, if permissions can be assigned by role, levels of accessibility to student-generated content, the role of faculty to determine who can enter their Canvas courses on their own, context for tutor access, what constitutes limits to the access, and guardrails for access

b. [Program Review Coordinator](#)

- i. Discussion moved to future meeting

9. **Adjournment**

- a. Lou Schubert moved to adjourn, seconded by Jessica Buchsbaum