

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)

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CCSF Academic Senate Executive Council  
Final Minutes

Wednesday December 17, 2:30-5:00 pm

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

**Alternate Meeting Locations:**

**Chinatown North Beach Campus, Room 905**

**Mission Campus, Bartlett Building, Room 407**

**Councilmembers present:** Jessica Buchsbaum, Katia Fuchs, Mike Greenberg (remote-voting), Carina Lin, Alexis Litzky, Lillian Marrujo-Duck, Madeline Mueller, Jonathan Potter, Robin Pugh, Pablo Rodriguez (remote-voting), Mitra Sapienza, Lou Schubert, Chad Stephenson

**Councilmembers absent:** Anjali Sundaram (on leave)

**Other Senate members present:** Mary Bravewoman, Nick Rothman, Anna Lisa Helmy

**Guests:** Kimberlee Messina, Fred Teti, Cynthia Dewar, Jennifer Kienzle, Kevin Sherman, Alex Hosmer, Yulian Ligioso, Jacquie Martin

1. **Call to Order 2:37pm**

[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 spoke to the location of Evans Center in the Bayview/Hunter's Point neighborhood and its complex history and roles it has played supporting local adult education and employment. She noted the history of the Naval shipyard, its decommissioning, and the effects on the neighborhood, as well as the neighborhood's recent growth and its continued role in social, economic, and environmental justice within San Francisco of which CCSF is a part by its active presence in the community.

2. **Adoption of Agenda**

**2025.12.17.2.a Adoption of the Agenda**

The Senate adopted the agenda as presented.

Moved by Jessica Buchsbaum, seconded by Mitra Sapienza.

Adopted by roll-call vote with 11 councilmembers present.

### 3. **Public Comment**

- a. Jacquie Martin - New Director of Student Life and Leadership greeted the council and expressed her excitement in serving the college in her role
- b. Madeline Muller - Groundbreaking of Diego Rivera Performing Arts Center will be on January 22, 2026 in STEAM building

### 4. **Reports**

- a. Officers Reports
  - i. [President's report](#) - Katia Fuchs
    1. President Fuchs shared her semester at-a-glance work for Fall including centering the land and labor acknowledgement, providing additional alternate meeting locations at centers (Mission, Chinatown) supported by Senate Ambassadors, Comprehensive Program Review 1 data and action planning, the creation of faculty coordination roles, nominations for statewide awards, Senate election timeline updates to build engagement, Academic Senate constitutional updates, and building a Comprehensive Program Review 2 look ahead; upcoming events include Spring Plenary, ASCCC call for resolutions (March 13 Area B Meeting), an AI Academy on March 19-21, 2026, and AB 1705 webinars in February and March 2026
  - ii. Vice-President - Lillian Marrujo-Duck
    1. Recommends attending ASCCC AI Academy as it has applied to her instruction since she attended last year; Bylaws update project continues with possible recommendation at a future meeting
  - iii. Second Vice-President - Alexis Litzky
    1. No report at this time
  - iv. Secretary - Chad Stephenson
    1. Continuing refinement work on back-end Senate office systems to support future officer teams with simpler and more seamless integrated systems continues
- b. AFT2121 check-in report - President Mary Bravewoman
  - i. Appreciation for bargaining team applicants, votes will happen in January 2026; all are invited to AFT holiday party - please use RSVP sent via email; Bargaining survey has been sent, please reach out to AFT representatives with questions and feedback
- c. Associated Students Executive Student Leadership
  - i. No report at this time
- d. Committee on Committees report - Lillian Marrujo-Duck
  - i. Vice-President Marrujo-Duck shared recommendations for committees noting close work with AFT2121 in particular areas of nominating work
- e. Evans Center Report - Nick Rothman, Chair of [Automotive/Motorcycle, Construction, and Building Maintenance Department](#)
  - i. Nick described the five programs at Evans Center in his purview including motorcycle repair (including eBike repair), building and construction trades (including woodworking), automotive repair, auto body repair, and custodial; most programs offer an Associates degree or certification; partnerships with City of San Francisco include [CityBuild program](#) for direct lines to employment in well-paying union jobs
  - ii. Questions and comments included celebration of the course offerings with job placement in local industries and apprenticeship programs which offer work toward journey personship and union membership; appreciation of the program's state of the art training and support for modern hybrid and EV automobile repair

5. **Chancellor’s Report**
  - a. Chancellor Dr. Kimberlee Messina
    - i. Parking - Balboa Reservoir fund contains funding to mitigate parking issues including possible daily shuttles and rented parking spaces offsite; student transit passes were explored but found to be challenging to implement
    - ii. Union and city partnerships - The gardeners apprenticeship program and CityBuild were celebrated; pre-apprenticeship programs are being developed in conjunction with SFUSD and city for dual-enrollment
    - iii. Diego Rivera Performing Arts Center - Save-the-date for January 22, 2026 for groundbreaking in STEAM building
    - iv. Educational Master Plan - adopted through PGC to extend Education Master Plan to build inclusion and cross-planning between facilities, programs, and demographics to support current and future programs along with faculty, staffing and administration needed
    - v. Guided Pathways - Re-engaging with strategies for educational programs to increase collaboration, educational programs, and lowered costs for better results
  - b. Questions and comments included issues of parking and shuttling

6. **Consent Agenda**

- a. [Approval](#) of [Minutes from November 19, 2025](#)

**6.a. Approval of Minutes: Minutes from November 19, 2025**

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

Approved by consent.

- b. [Approval](#) of [Minutes from December 3, 2025](#)

**6.b Approval of Minutes: Minutes from December 3, 2025**

Resolved, the Executive Council approves the minutes for December 3, 2025

Approved by consent.

- c. Committee approvals
  - i. Approval of [Committee Appointments](#)

### 6.c.i Approval of Committee Appointments

- Limited Committees
  - [Curriculum committee](#)
    - Octavia Struve, Nursing, Area E, (Renew), 3 years
  - [International Education Advisory](#)
    - Kimiyoshi Inomata, World Languages, (Renew), 2 years
    - Veronica Feliu, World Languages, (Renew), 2 years
  - [Student Access and Matriculation Advisory Committee \(SAMAC\)](#)
    - Amy Miles, English, (Renew), 2 years
    - Shawn Wiggins, Math, (New), 2 years
- PGC Committees
  - [Budget](#)
    - Susanna Atwood, Retired, Member (Renew), 5 months to 5/2026
    - Jonathan Potter, Computer Science, Alternate (New), 5 months to 5/2026
    - Joe Reyes, Biology, Alternate (Renew), 5 months to 5/2026

Approved by consent.

- ii. [Approval](#) of [Committee Bylaws review](#) action

### 6.c.ii Approval of Committee Bylaws action

Whereas, revising Article IX (as related to committees) of the Academic Senate Bylaws involves a substantial commitment of resources, including the collection of feedback, negotiation of compromise, and support for committees in implementing any new changes, be it

Resolved, the Academic Senate directs the Executive Council leadership to collect additional feedback on proposed revisions to the Academic Senate Bylaws as related to committees, particularly Article IX and bring that feedback back to the Executive Council for review.

Approved by consent.

- d. [Approval](#) of [Program Review Coordinator](#) job description

### 6.d Program Review Coordinator Job description

Resolved, the Executive Council approves the job description for the Program Review Coordinator.

Approved by consent.

## 7. **Break**

The Senate took a five-minute break for refreshments.

## 8. **Old Business**

- a. Constitutional Amendments revisited - Katia Fuchs and Lou Schubert
  - i. President Fuchs and Councilmember Schubert shared the [Constitution with proposed amendments](#)
  - ii. The proposed amendment extends the number of consecutive terms from two to three terms; 25% of faculty must vote for any constitutional amendment. Modification of departmental limits is part of the proposed amendment, specifically that no more than three members from any department, unless the number of candidates is smaller than council seats available, then the limit is raised to 4.
  - iii. Comments and questions from the members included: overrepresentation by an additional members from a department needs clarifying language for subsequent elections; noncredit programs exist across 12 departments, not only in ESL, so representation for noncredit occurs departmentally, rather than as noncredit; increasing the number of representatives to 4 across all departments may support broader participation and representation; designation of seats may be helpful yet barriers to entry into Senate remain, and barriers need to be identified to treat this symptom of lack of engagement; need to keep the Constitution simple with granularity allowed by Bylaws;
  - iv. Motion to put new language on ballot for Spring requires  $\frac{2}{3}$  majority of council members to pass

### **8.a Modified Constitutional Amendment**

Whereas, support for a modification to departmental limits was strong in the Spring 2025 election and

Whereas the amendment was 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 and

Whereas, further discussion by the Executive Council led to clarifications and additional proposed language for Article III (Membership), be it

Resolved that the constitutional amendment changing all departmental limits to 3 (with no exception for ESL) and raising departmental limits to 4 in non-competitive elections be put on the Spring 2026 Academic Senate Election ballot.

Motioned by Lou Schubert, seconded by Mitra Sapienza.

7 council members in favor, 4 opposed, 1 abstention. Motion did not pass by  $\frac{2}{3}$  necessary majority.

## 9. **New Business**

- a. Budget development process - Dr. Yulian Ligioso, Interim Vice Chancellor of Finance and Administration
  - i. Highlights from the presentation included instructional budget development process with AVC David Yee, new fiscal report, funding model including Minimal Revenue

- Commitment Protection (aka “Hold Harmless”),
- ii. Comments and questions from members included the need for a future presentation to include change rates (“sensitivity analysis”) as factored into the future; alignment of systematic processes at the college including program review, FPAC, scheduling to better align with budgeting, as well as faculty engagement; alignment between funding and outcomes continues to need improvement;
- b. Nectir AI - Jennifer Kienzle, Alex Hosner, Kevin Sherman
  - i. Jennifer Kienzle, Associate Dean of Online Learning - Gave an overview of the presentation including links to an inventory of AI tools and features at CCSF including statuses, description, and training in what it does
  - ii. Nectir AI pilot overview - Alex Hosner, Technology Trainer
    - 1. Custom AI assistant which teachers can build and train using curriculum
    - 2. Supported at state level including FERPA-compliance
    - 3. Cross-departmental representation for pilot including ESL, English, Latin American & Latino/s Studies, Transitional Studies, Social Sciences, and Learning Assistance to collect feedback
  - iii. Teaching and Learning Technology Roundtable (TLTR) - Kevin Sherman, acting chair of Educational Technology
    - 1. Conversations about AI are being held and vetting occurs at TLTR
    - 2. Ongoing and updating faculty including open participation, communities of practice, FLEX day programming
    - 3. Questions and concerns from the Senate included concerns about environmental and labor impacts; labor impact includes learning and building on AI tools by faculty, and TLTR is faculty input by volunteerism; Nectir AI concerns over student privacy and teacher governance and propriety; auditability of student-faculty conversations, such as an incident report, where the college is needed to adjudicate

10. **Adjournment at 5:09pm**

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