

Official Minutes of the ACADEMIC SENATE EXECUTIVE COUNCIL

Ocean Avenue Campus, Rosenberg 518

Wednesday, September 29, 2004

2:30-5:00 p.m.

Council Members Present: Loren Bell, Rosemary Brinson, Dominique Chapuis, Ann Clark, Ophelia Clark, Sunny Clark, Mark Fan, Maria Franco, Christopher Greger, Darrel Hess, Lynda Hirose, Christopher Johnson, Joshua Law, David Lisker, Susan Lopez, Madeline Mueller, Glenn Nance, John Odell, Denise Quinn, Pablo Rodriguez, Lisa Romano, Karen Saginor, Jane Sneed, Fred Teti, Pierre Thiry, Melinda Weil, Grace Yu

Council Members Absent: Fred Chavaria, Denise Quinn

Other Senate Members Present: Deanna Abma, Karen Cox, Sharon Seymour, John Batty-Sylvan, Ellen Wall

Guests: Dean Bruce Smith

I. Call to Order

President called the meeting to order at 2:30 PM

II. Adoption of Agenda

Agenda Approved

III. Approval of September 15, 2004 Minutes

Minutes adopted as written

IV. Announcements

A. Fred Teti distributed written announcements

B. Madeline Mueller announced the CCSF Music and Theatre Arts Departments presentation of Jacques Brel is Alive and Well... and Living in Paris at the Pierre Coste Dining Room. San Francisco Opera tickets are "going fast."

V. Officers' Reports

A. President Fred Teti: distributed written report. The next Board of Trustees meeting, scheduled for John Adams, should be lively because of the Bay Guardian article. At agenda review, it was noticed that the Study Abroad Proposal has not gone through Shared Governance; future proposals will.

B. 1st Vice President Lisa Romano: Last week Lisa met with Lyndon Thomson from Faculty Association of California Community Colleges (FACCC) regarding advertising for an Intellectual Property Workshop to be held on October 15, 2004 at CCSF Arts 215, 1 – 3:30 PM. She attended the Basic Skills Committee where participants broke into groups to discuss the question: *what are the convergences between basic skills and multicultural education?* She attended the AFT2121 meeting

with Senate Officers to discuss consolidation of part time into full time positions; AFT2121 will report to Senate when more is known.

C. 2nd Vice President Sunny Clark: Met with Chief of Police, Carl Koehler

1. She asked about the two private police that were seen at the Downtown Campus. The answer was that, because of the flood that occurred, the SF Fire Department required the District to provide a safety officer for this purpose. The second officer is provided by the management of the construction project while the first floor is redesigned. The District cannot privatize campus police.
2. Regarding faculty indication about criminal activities: the campus police officers are aware and working on this; please discretely call to report suspicious activity to 239-3200 or x3200.
3. Regarding Alemany Campus' ongoing problems, the chief is working with local police officers.
4. Graffiti problem is ongoing; please report as soon as it is noticed so it can be eliminated.
5. Regarding questions about students in white t-shirts who were noisy: they are our student athletes who were being honored with a celebration.
6. Regarding difficulty in accessing off-site locations for classes: CCSF Officers do not work at these off-site locations. Campus officers are never the personnel to open and close facilities; this is a custodial function.
7. Sunny reports that our chief is extremely on top of things.
8. New forms are under development in the Health and Safety Committee for "things that need fixing". For now, use the standard work order form, or the new one when it is ready.

D. Secretary Jane Sneed: Presented the draft of a form that she is working on with the Office of Student Advocacy, Rights and Responsibilities that will simplify the procedure for removal of a student from class in order for the student to see the Dean. Instructors are still required to submit the standard Notice of Instructor's Discipline but may choose to do so after the class/incident.

VI. Committee Appointments [Romano]

Proposed appointments to committees, *Attached*.

Moved: Susan Lopez; Seconded: Karen Saginor; Carried.

VII. Unfinished Business

A. Report on Accreditation Self-Study [O. Clark and Chorus]

By end of September, the first draft of templates were due. At this time, ten of the eleven substandards are ready for the next level of review. Second draft deadline is due end of October.

B. Vote on Proposed Written Expression Requirement [Teti]

CCSF Written Composition Graduation Requirement

Moved: Ophelia Clark; Seconded: David Lisker.

- B. The Academic Senate for California Community Colleges (ASCCC) will present resolutions on Title 5 Graduation Requirements [Teti] (see exhibit). The ASCCC will be voting on changes for Title 5 on both English 1A and for Mathematics Algebra II requirements for graduation. These issues will be on our agenda for discussion during the entire month of October.
- C. Council approval of ESS Recommendation CLL4 [Romano]

Resolution 2004.09.29.03

Be it Resolved that the Executive Council of the Academic Senate Council approve Enhanced Self-Study College Level Learning Objectives (LLOs) (ITD 001004) (Title 5) (En) (03) (ITD 001004) 9/29/04

Robert Gabriner, Dean of Research and Planning, presented an information session on proposed changes to Accreditation Standards, including Institutional Commitments to learning outcomes. He also discussed the Program Review Self-Study Framework. Robert Gabriner expressed ideas for changes to the Program Review process. He suggested that Program Review should have a reporting chain to the Academic Senate as well as to the Planning and Budgeting Committee.

IX. Committee Reports

A. Academic Policies [Teti]

1. Academic Policies [Teti] Fred has been reelected to be Chair of AP

B. Planning and Budgeting Council [A. Clark, Mueller, Lopez]

1. Some problems with process of disseminating information. Faculty must repeatedly ask for discussion of planning documents to be included on the agenda.

2. Management plan is very informative; the longitudinal report is very interesting.

X. Adjournment

The Academic Senate adjourned with thoughts for Dr. Day's grandson, Tyler David Turcott.

Respectfully submitted,

Jane Sneed