

I. Call to Order

President Teti called the meeting to order at 2:30 PM.

II. Adoption of Agenda

Council adopted the agenda by consensus.

III. Announcements

Madeline Mueller: Moon Festival Concert will be held on Saturday, September 18, 2004 with Wilma Pang, Vocalist and Madeline Mueller, Pianist

Sunny Clark: Reminded faculty to ask for equipment under the CCSF Block Grant.

IV. Approval of Minutes

September 1, 2004 - Approved by consensus.

V. Officers' Reports

President Fred Teti: Distributed a written report and expanded on a few of the points.

1. Meetings/Events Attended (in capacity as President) since 2004-09-01: College Advisory Council (9/2); Accreditation Steering Committee (9/7); Board of Trustees Work Session (9/9). Upcoming Meetings: Agenda Review (9/20); College Council (9/23), and don't forget...ASCC

VI. Unfinished Business

A. Report on Accreditation Self-Study [Ophelia Clark]

Accreditation Steering Committee met to update the Chancellor and others on progress. Volunteers are developing templates and gathering data.

B. Fall 2004 Senate Retreat [Teti]

President Teti presented the synopsis of the goals generated in the Academic Senate retreat. Discussion was invited and ensued, resulting in the passage of Resolution:

Resolution 2004.09.15.01

Be it Resolved that the Executive Council of the Academic Senate adopt Goals 1 through 3 as the

VIII. Committee Reports

A. Curriculum [Odell]

Council discussed the Committee on Standard 2, Learning Outcomes. If Departments would like to have a Learning Outcome in the Catalog, now is the time to consider it. At CCSF, “objectives” have been rigorous and clear enough to serve as equivalent to “outcomes.” Committee agreed that a new dateline, to indicate “minor revision only”, would clarify the process and prevent errors. All outlines that have been approved can be accessed and downloaded by linking through: www.ccsf.edu, Faculty/Staff Resources, Office of Instruction, (Credit or Noncredit) Course Outlines. (Call Office of Instruction for the ID and password.)

B. Student Preparation and Success [Romano]

1. The last ESS recommendation, CLL4, Student Services Orientation, is coming to Council.
2. Committee discussed concerns about safety and security on campus and plans to invite Student Health and Campus Police to help inform students to be more aware.

C. Faculty Travel [O. Clark]

There are now Academic Senate Faculty Travel funds. The process is as follows: Ophelia Clark informs Department Chairs as to their allocation based on their Department’s FTES. Travel funds are allocated and Travel Requisition Order Forms are approved by Department Chair. Department chairs will be sent the Academic Senate Faculty Travel Regulations.

IX. Open Forum

Discussion about Student Behavior

Council discussed perceived increases in fights, drugs, and graffiti. Sunny Clark will discuss these matters in Health and Safety Committee with Police Chief Carl S. Koehler. Sunny would like us to create a simple reporting form for incidents that are observed. The idea of creating a “What’s Broken” and “Who’s Responsible?” column was entertained.

Outside Sites

Ophelia Clark reported that there has been miscommunication between the College and building management/security for classes held at non-CCSF sites.

X. Adjournment

Council adjourned at 5 p.m.

Respectfully Submitted,

Jane Sneed