

Official Minutes  
CCSF ACADEMIC SENATE EXECUTIVE COUNCIL  
Wednesday, March 23, 2011  
Ocean Campus, MUB 180

Council Members Present: Thomas Blair, Mary Bravewoman, Steven Brown, Venette Cook, Beth Ericson, Matthew Holsten, Hal Huntsman, Lancelot Kao, Susan Lopez, Enrique Mireles, Madeline Mueller, Glenn Nance, Elliott Osborne, Indiana Quadra, Maria Rosales-Uribe, Karen Saginor, Louis Schubert, Jane Sneed, Fred Teti, Diana Verdugo, Ellen Wall, Carlos Webster, Kim Wise

Council Members Absent: Christine Francisco, Beth Freedman, Suzanne Lo

Other Senate Members Present: Monica Bosson

Guests: Chancellor Griffin, Pamela Mery

I. Call to Order

The Academic Senate Executive Council came to order at 2:38 pm.

II. Adoption of Agenda

Council adopted the agenda.

III. Approval of Minutes (. xe7--0.001 Tc -0.001 Tw -2.17 -1.14 (r)4 Di)-2 -2 (e1 >> TJ 0.002 Tc -0.002 T

board agenda includes administrative reorganization, Faculty Division Internship Programs, Your Own, and a resolution about content filtering.

continues to investigate concerns about Wifi access.

- x Administrator evaluation surveys are available and confidential. Council members are encouraged to fill out short forms before the April 8<sup>th</sup> deadline.

C. Administrative Reorganization

Chancellor presented information about the need to create the new position of Vice Chancellor of Campuses, Financial Aid, Admissions and Records and New Student Counseling. Council posed questions about funding, responsibility, and community support.

Resolution 2011.03.23.04 Approval of new Vice Chancellor Position

Resolved that the Executive Council endorse the proposed Board Resolution ~~90004~~ at the new Vice Chancellor of Campuses, Financial Aid, Admissions and Records, and New Student Counseling.

Moved Wise, seconded Brown. Motion carried. Appendix D

VIII. New Business

A. Commendation of the March in March was presented in first draft for approval at next meeting.

IX. Open Forum

- x Brown has been approved as faculty representative to the Foundation. He reported 1 million from Osher Foundation and other funds that will help bridge budget gaps.
- x Short-term online classes for careers ~~w~~announced.

X. Adjournment

Council adjourned at 4:59 pm with congratulations to Daly City on the occasion of its 100th anniversary.

Respectfully submitted,  
Venette Cook, Academic Senate Secretary

## Appendix A

Faculty appointed to committees with limited membership:

### College Planning and Budgeting Council

Jane Sneed	n	Transitional Studies	New Application		MIS
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### CSU/UC Breadth Requirements Subcommittee (Academic Policies)

Maria Heredia	c	New Student Counseling	Reappointment		E205
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### K-12 Partnership Subcommittee (Academic Policies)

Melissa McPeters                      n      Transitional Studiesw 9.96 0 0 9.96

## Appendix B

### By-Laws Work Group Recommendations

#### Parliamentarian

Resolved, That the CCSF Academic Senate modify its By-Laws Article V to read as indicated here:

Each year's Council is authorized to establish its own rules and procedures and to select, upon nomination by the President or designee(s), one or more Parliamentarians, who may but need not otherwise be affiliated with CCSF for consultation and advice pertaining to such rules and procedures. Parliamentarians who are Council members retain all Constitutional rights of membership, such as making and voting on motions.

#### Delete Article IX

Resolved, That the CCSF Academic Senate delete Article IX from its By-Laws:

~~1. Upon ratification of the Constitution by both the Credit Senate and the Non-Credit Senate of the San Francisco Community College District, this Senate under this Constitution and these by-laws shall be created. For a period of time not to extend beyond~~

## Appendix C

### Objectives and Priorities of Strategic Plan Draft

#### A. EXCELLENCE IN TEACHING, LEARNING, AND SUPPORT SERVICES

Strengthen and improve academic and student development programs to enhance student learning outcomes and promote access, progress, and success for all students.

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- I. Recognize academic freedom and collegial professionalism as central to the college's mission. ~~Emphasize the central role of faculty professionalism and academic freedom in fulfilling the teaching and learning component of the CCSF mission.~~ ~~[Moved to I. from VI.]~~
- II. Implement strategies to close achievement gaps for identified groups, increase retention and persistence, and support all students in achieving their goals including transfer and achievement of certificates and degrees
- III. Strengthen and improve programs and courses including alignment with the Educational Master Plan, student learning outcomes, and the accreditation self-study
- IV. Respond to the educational and training needs of students and communities through implementation of workforce, STEM, and community development initiatives
- V. Strengthen links between/among departments and programs with classes in instruction, including but not limited to Transitional Studies, ESOL, Mathematics, English, and Career Technical Education.
- VI. Strengthen

XIII. Encourage ~~Expand~~ out-of-classroom learning activities to provide a range of opportunities, including service learning, internships, tutoring, mentoring, and cultural and recreational activities.

XIV.





students, underrepresented students of color, and all underrepresented student populations.

- V. Increase the opportunity for students to support other students through peer mentors, tutors, and other appropriate methods.
- VI. Maintain a commitment to ensure that all programs and services are in compliance with the American with Disabilities Act of 1990 (ADA).
- VII. Expand distance education offerings where possible in order to accommodate students who are unable

- V. Improve the use of interactive digital technologies especially those used by students such as Apply, application processes for financial aid and certificates of achievement
- VI. Make education technology programs and services available across all campuses and online, to all employees including part-time faculty
- VII. Use technologies to promote sustainable practices, greater efficiencies, and reduce waste.
- VIII. Increase access and technological support for distance learning and other outside-the-classroom learning modalities.
- IX. Improve student access to computer labs and other technology resources using integrated systems and consistent policies and procedures.
- X. Create structures to evaluate and disseminate information about appropriate technologies and institutional effectiveness.
- XI. [IX] Ensure equitable access to library resources for distance learning and other outside-the-classroom learning modalities by providing adequate levels of online library resources.

## F. RESOURCES AND STAFFING

Support workforce practices that maintain our commitment to put students first and that are economically, socially, and environmentally sustainable for the College and its employees.

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- I. Advocate for state policies that provide a sustainable resource base for community colleges.
- II. Identify dependable funding streams for operational priorities and innovation while ensuring education excellence and effective and efficient use of College resources.
- III. Develop employment policies that ensure sufficient service to employees and students to maintain the continuity of services.
- IV. Assess staffing levels across departments and programs and make adjustments that rebalance human resources.
- V. Increase the recruitment and hiring of a diverse faculty, staff, and administration.
- VI. Explore ways to better address cyclical workloads such as College-wide cooperation and sharing professional expertise.
- VII. Support critical collaborations between and among counseling faculty, instructional faculty, librarians, administrators, and classified staff, student services, classroom instructors, administration, and support staff
- VIII. Provide centralized support for the College's sustainability/green efforts.

IX. [X]

# City College of San Francisco

50 PHELAN AVENUE x SAN FRANCISCO, CA 94112 x (415) 2393000

DATE: March 24, 2011 S9

TO: Board of Trustees

FROM: Dr. Don Q. Griffin, Chancellor

Subject: Special Organization and Personnel Approval of Recommendation  
to Create Division and the Position of Vice Chancellor Campuses  
(Southeast/Evans Campus, Mission Campus, & Civic Center  
Campus), Financial Aid, Admissions and Records, and New  
Student Counseling  
(Resolution No. 110324-S9)

## BACKGROUND INFORMATION:

The Vice Chancellor of Campuses (Southeast/Evans Campus, Mission Campus, & Civic Center Campus), Financial Aid, Admissions and Records and New Student Counseling (w)-3 Tc -0m0 Tc -0q0 Te711 (4S8)-2 (7

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approval is required.

This move is permissive under Title 5 (Section 53021 c3) of the California Code of regulations, which permits the Chancellor to upgrade, reclassify, or rename a position.

RECOMMENDATION:

RESOLVED: That authorization be given to the Chancellor to create the division and position Vice Chancellor Campuses (Southeast/Evans Campus, Mission Campus, & Civic Center Campus), Financial Aid, Admissions and Records, and New Student Counseling; and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Dr. Don Q, Griffin, Chancellor – Originator