



# The Academic Senate

CITY COLLEGE OF SAN FRANCISCO

50 Phelan Avenue, Box E-202, San Francisco, CA 94112 (415) 239-3611 Fax (415) 452-5115

[www.ccsf.edu/academic-senate](http://www.ccsf.edu/academic-senate) email: [asenate@ccsf.edu](mailto:asenate@ccsf.edu)

## CCSF Academic Senate Executive Council Minutes Wednesday, April 22, 2015, 2:30–5:00pm MUB140, Ocean Campus

**2014–2015 Council Members Present:** Anna Asebedo, Susan Berston, Monica Bosson, Steven Brown, Todd Rigg Carriero, Dayo Diggs, Lawrence Edwardson, Donna Hayes, Kimberly Keenan, Dana Jae Labrecque, Mandy Liang, Lillian Marrujo-Duck, Ghislaine Maze', Carole Meagher, Kitty Moriwaki, Francine Podenski, Lisa Romano, Carol Reitan, Fred Teti, Rosario Villasana, Laura Walsh

**2014–2015 Council Members Absent:** Ms. Bob Davis, Cynthia Dewar, Matthew Duckworth, Wendy Kaufmyn, Debra Wilensky

**Other Senate Members Present:** Deanna Abma, Loren Bell, Erin Denney, Alan D'Souza, Kimberly Ginther-Webster, Susan Lopez, Madeline Mueller, Karen Saginor, Leslie Simon

**Guests:** Matias Pouncil

**I. Call to Order (2:48p)**

**II. Adoption of Agenda**  
Agenda adopted

**III. Approval of Minutes - April 8, 2015**

**IV. Public Comment**

- Data from Rick Fillman will be presented at the Enrollment Management Colloquy in Wellness 103 on Friday from 12 – 2p. i n F r i C

**V. Officers' Reports**

President Marrujo-Duck reported:

- At the first Enrollment Management Colloquy the following details were presented: We have lost 9K FTES with 7K from the Ocean campus. There are three projected plans going forward: (1) enrollment stays flat, (2) we continue to have dropping enrollment (2 versions), all plans project a shortfall of FTES.
- CCSF *Engage!* – Effective Participation! Under Title 5, the Board of Trustees is supposed to ensure that effective participation is happening. Tyler will present his enrollment management ideas at the forthcoming BoT meeting and neither Lillian nor AFT2121 can be there. The main concern is to show how effective participation had occurred prior to a BoT approval of an item. Other colleges have a form that goes to the BoT that shows how the presentation went through all of the constituent groups. The forms prove that this went through a process. Currently, the way items go to the BoT shows that they are not going through PGC. They show up on the agenda 72-hours in advance, and we are supposed to guess what our response is to be, show up and give feedback. We need to put pressure on administration that there is a process that must be adhered to.

First Vice President Villasana reported:

- Committee surveys went out and only 4 survey results came back. Results, recommendations and a summary will be provided on AS website. There are ~~5000~~ FTES recommendations to dis -31.661 d prioresults,







- This training needs to include the training of administrations about the particular departments.
- There will be comments and feedback on questions 2 & 4 from the Program Review Committee. We are also attempting to create a district-level Program Review Committee.

**Resolution 2015.04.22.05                      Program Review Timeline and Implementation**

Whereas, the evaluation of educational programs and use of SLO assessment data to inform program development was identified in the January 2015 ACCJC Visiting Team Report as in need of improvement; and

Whereas, the Academic Senate ad hoc Program Review Workgroup was converted into a permanent standing committee of the Academic Senate in order to address the accreditation findings; be it therefore

Resolved, that the Academic Senate recommend that the actions spelled out in the Program Review Timeline be accomplished to the best ability of the Academic Senate Program Review Committee, and

Resolved, that all other appropriate college committees be encouraged to assist the Program Review Committee in the accomplishment of these tasks.

**Moved:** Monica Bosson; **Seconded:** Rosario Villasana; **MCU**

Not present: Ms. Bob Davis, Cynthia Dewar, Matthew Duckworth, Wendy Kaufmyn, Debra Wilensky

**IX. New Business**

**A. Professional Development Update, Fall Convocation – Erin Denney**

- The District Professional Development Committee has been meeting every two weeks and is now divided into subcommittees in order to complete all tasks.
- Accreditation is the theme for Fall FLEX and Convocation. David Marshall will be the Guest Speaker. He has been turned down for several past Flex days and he is now approved.
- FLEX meetings will have departments look at their disaggregated data and assess it so that it's not an empty exercise. Details are in development. Some departments may look at their data on core classes.

**B. Equity Report – Michelle Simotas and Tracy Burt**

- Job descriptions for the Coordinator positions – forming middle leadership around some of the Equity plans.
- There is not a good representation of Latino population in Basic Skills / English and Math. Fred Moore will dovetail with the STEM programing.
- Student Equity Planning Committee – eligible for Equity funds.
- Funding Process - making a recommendation so that they fit the goal of the equity plan. As coordinators – Michele and Tracy will score the proposals. The Fantastic Five workgroup are looking at how are these processes can be put together in an overlap.
- Pilot program will occur in the fall semester for student mentors in the Equity funding requests.
- Most of the budget for coordinator funds are Michele and Tracy's reassigned time and should be put into the budget, but they are not there yet.
- Handout for Summer Bridge. No one is in charge right now, but there is the temp coordinator position. It is in great shape (considering) since we just started in February.



E. Inclusion of Enrollment Management in Union Negotiations resolution

**Resolution 2015.04.22.08      Inclusion of Enrollment Management in Union Negotiations**

Whereas, enrollment at City College of San Francisco has been reduced approximately 25% over the past 5 academic years; and

Whereas, AFT 2121, through the contract negotiations process, has gained substantial experience in budget and enrollment considerations; and

Whereas, the Academic Senate has a strong interest in an open, fully informed enrollment management discussion; be it therefore

Resolved, that the Academic Senate encourage SFCCD to agree to open contract negotiations with AFT 2121 on enrollment issues.

**Moved:** Carole Meagher; **Seconded:** Steven Brown; **MCU**

Not present: Ms. Bob Davis, Cynthia Dewar, Matthew Duckworth, Wendy Kaufmyn, Debra Wilensky

F. Antidiscrimination resolution - Francine Podenski

- After some discussion on taking a position on this including that it's not a 10+1 item, this was tabled to time certain 5/6/15.

G. Institutional Effectiveness Aspiration Set Standards – Pam Mery

- Previous word was “indicators” was used rather than the new “Aspiration” Set Standards.
- The timeline on the process was proposed with 4 indicators that we need to set goals. These goals will be presented to PGC on May 7.
- IIA Course Completion – Institution Set Standard. The assessment planning team will be discussing the aspirational goal for this. Please email Pam after taking a look at II. A Course Completion.

H. Administrator Evaluations – Steven Brown

**Resolution 2015.04.22.09      Faculty Rights to Evaluate Administrators**

Whereas, Interim Chancellor Pamela Fisher summarily dismissed all formerly agreed upon and long practiced processes of Evaluating Administrators i/P 40 Tc Pam after tak7rs i/tt1 18 Bu/ETf 3Cx/tt1

63 -2.er





