

The Academic Senate

CITY COLLEGE OF SAN FRANCISCO

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CCSF Academic Senate Executive Council

Final Minutes

Wednesday, November 6, 2024, 2:30 pm

MUB 140 or Via [Zoom](#)

November 6 Meeting

- i. Budget report and financial situation will be shared via budget workshops to build communication and improve decision making
- ii. COLA will be connected to attendance; college continues to be short nearly 8000 FTES; need to increase enrollment and retention, with continued need for cuts over years to meet this deficit
- iii. Policies will be coming forward with help from PGC
- iv. Richard Taha asked about enrollment and recruitment needs outside college districts. Chancellor responded that recruitment should not be actively recruited from other districts, yet students can come from outside the district.
- v. Jessica Buchsbaum asked about more classes for students who cannot currently enroll. The Chancellor noted there are several steps in the student enrollment process. More sections of English and ESL are planned to be opened up in Spring 2025 but need to be done in a fiscally responsible way. The structural deficit will still need to be addressed over a longer period of time.
- vi. enrollment looks like through the semester the Chancellor noted that current enrollment has atrophied over the semester from 11% to 8%.
- vii. Fanny Law asked about priorities of the administration. The Chancellor noted there would be seven guiding principles to guide the process, notably life, health, safety issues and that transparency and honesty will be key to these conversations. He acknowledged he does not have all the answers and that discussion will play a role in creating and prioritizing suggestions, and that the process will be thoughtful in, for example, small groups or interest groups. Solid finances will be key to supporting students and will be prioritized.
- viii. Robin Pugh noted the need t

- x. Katia Fuchs asked about how forums can be held to make the tough decisions ahead. The Chancellor noted the need for ~~data~~ current, past, and future. He wants to provide a method for community feedback and increase smaller group meetings and conversations.
- b. Officers reports
 - i. President Alexis Litzky
 - 1.

years. AFT 2121 is planning an end-of-semester celebration more details forthcoming

- d. Student Chancellor report
 - i. No report
- e. Committee on Committees report First VPLillian Marrujo-Duck
 - i. Four appointments being presented for today are part of the Consent Agenda

5. Consent Agenda

- a. Approval of Minutes from October 23, 2024

2024.11.06.5.A. Approval of Minutes: Minutes from October 23, 2024

Resolved, the Executive Council approves the minutes for October 23, 2024.

Adopted by consent.

- b. Approval of Committee Appointments

2024.11.06.5.B. Approval of Committee Appointments

Resolved, the Academic Senate approves the following appointments:

Curriculum committee

Katharine Saunders, Math (new appointment to Area B)

Matt Bertens, Math (new appointment to Area B)

CSU -UC Breadth

Alice Stevens, Math (new appointment)

Distance Learning Advisory Committee

Marc Santamaria, Noncredit ESL (new appointment)

Adopted by consent.

6. Unfinished Business

- a. [Updating AP 8.17 Grants](#)Maureen Harrington, ORP (2nd read, slide deck found in ASEC meeting materials folder)
 - i. The grants environment has changed over timeably there are more fiscal issues at CCs and there is shorter turnaround time in request.

- ii. President Litzky noted that the RRP Handbook has a review process inside it and was added to the policy. Additionally, a grants reporting process by ORP to ASEC (Fall and Spring) has been added. A further session is planned for helping faculty plan for future grant applications.
- iii. PGC will review AP 8.17, then on to the Board for review.
- iv. Moved by Lillian Marrujo Duck, seconded by Katia Fuchs with friendly amendments.

2024.11.06.6.A. Updating AP 8.17 Grants

Resolved, the Academic Senate recommends the College adopt the update AP 8.17 G

Approved with 13 votes.

- b. [Title IX statement in syllabus](#) (2nd read)
 - i. [Amendment to Title IX statement in syllabus](#)
 - ii. Jessica Buchsbaum asked about inclusion of other veterans that are is the language of the law.
 - iii.

Whereas, [Title IX regulations](#) require students be made aware of new protections for students related to pregnancy related conditions and faculty have requested sample language, therefore be it

1. President Litzky shared the process for the resolution adoption process at the ASCCC.
 2. Fred Teti asked about C&ETC and how students will meet oral communication (public speaking). Jessica Buchsbaum noted that transferrable ESL courses are currently for CSU but UC is also needed.
 3. Lisa Romano asked about 101.05 and asked more attention be paid to it at ASCCC.
 4. Katia Fuchs asked about 113.01 and noted there was a similar one at a previous plenary. Additionally, the need to relate an addendum to AB705 should be addressed.
 5. Jonathan Potter asked about 101.3 and what the Cambridge International Assessments are.
- b. Finance AP updates- Garth Kwiecien, Sr. Director of Administrative Services (1st read)
- i. [Updated AP 2.19 District Travel Policy](#)
 1. One policy for staff, students, and faculty.
 2. The council shared appreciations for the update process and the ability to receive reimbursement with 30 days advance notice.
 - ii. [Updated AP 8.06 Procurement of Supplies, Equipment, and Services](#)
 1. Revised to be compliant with state regulations.
 - iii. [Bid Threshold Memo](#)
 1. Updated limits on bids including CUPCCAA.
 - iv. Resolution moved by Richard Taha, seconded by Fred Teti.
 1. Katia Fuchs spoke in favor of this resolution.

2024.11.06~~13~~ Updates to AP 2.19 District Travel policy and AP 8.06 Procurement of Supplies, Equipment, and Services

Resolved, the Academic Senate endorses the updated AP- ~~Dis~~ District Travel policy, and

Resolved, the Academic Senate endorses the updated AP- ~~Pro~~ Procurement of Supplies, Equipment, and Services.

Approved with 13 votes.

- ii. [Updating BP 6.07 and new AP 6.07](#) Collegiate Standards for Grades, Coursework, Earning Credit, and Progress Fred Teti, Ed Policies Chair (Discussion & [possible action](#) 10 min)
- iii.

- xii. Richard Taha asked how we would be able to accomplish student engagement and retention who would do this?
- xiii. Item tabled until next meeting.

9. Adjournment at 5:13 pm

Appendices

