# The Academic Senate

CITY COLLEGE OF SAN FRANCISCO

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**CCSF Academic Senate Executive Council**
**Final Minutes**
Wednesday, November 20, 2024, 2:30-5:00 pm
MUB 140 or Via Zoom

November 20 Meeting Materials | ASEC Zoom Meeting Pro Tips | Community Guidelines | Guide to CCSF Acronyms

**Councilmembers present**: Monica Bosson, Jessica Buchsbaum, Katia Fuchs, Mike Greenberg, Fanny Law, Alex Leyton (remote voting), Alexis Litzky, Lillian Marrujo-Duck, Craig Persiko, Jonathan Potter, Robin Pugh, Lisa Romano, Chad Stephenson, Richard Taha (remote voting), Fred Teti
**Councilmembers absent:** Miguel Galarza (on leave)
**Other Senate members present:** Rachel Cohen, Landi Ehnli, Lisa King, Sheri Miraglia, Abigail Bornstein, Megan Corry
**Guests:** Mallinali Villalobos, Jennifer Kienzle

1. Call to Order 2:35pm
   CCSF Land Acknowledgement
   *We acknowledge that we are on the unceded, ancestral homeland of the Ramaytush Ohlone who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the ancestors, elders, and relatives of the Ramaytush Community and by affirming their sovereign rights as First Peoples.*

   President Litzky acknowledged the correlation between the land acknowledgement and Native American Heritage Month.

2. Adoption of Agenda

   a. The Agenda was adopted by roll-call vote with 14 voting members present.

3. Public Comment
   a. Monica Bosson acknowledged the variety of student immigration statuses among the student body and the ability to refuse admittance to the classroom in order to protect those students.
   b. Mitra Sapienza announced the Office of Student Equity's "SLO (Student Learning Outcomes) Up: Student Learning for Equity" presentation on

November 22, 10-11:30am –all are welcome to attend.

4. Reports
    a. Officers
        i. President's report (see slide deck in Appendix)
            1. Approved ASCCC resolutions are now posted. Overall, there were fewer and less controversial resolutions than years past.
            2. Hayward Award call for nominations was posted. All are highly recommended to nominate.
            3. Faculty professional development funds are now available. All retroactive requests are due by Monday, November 25, 2024.
            4. Simple Syllabus suggestions for Title IX was brought to Title IX Officer and admin overseeing Simple Syllabus
            5. Budget workshop on Thursday, Dec 12, 5-6pm will be about personnel related expenses. All are invited to attend and will be broadcast online.
            6. Next theme for Academic Academy will be AI, held in San Diego on February 20-22. President Litzky will bring this discussion to ASEC on Dec 4.
            7. CCSF will host the ASCCC Area B meeting on Friday, March 21, 2025.
        ii. Vice-President's report
            1. All retiring committee members this semester have been offered to change to other committees to broaden and diversify committees
            2. CSU-UC breadth? Committee is appreciated for its work
            3. All are encouraged to attend the TLTR Committee to better understand the role of technology at the college. Translation tools for Canvas will become available for assignments, discussion, and other areas.
            4. Kahnmigo–virtual teaching assistant--will be available to faculty. Students will soon have an AI assistant available to them.
        iii. Second Vice-President's report - Katia Fuchs
            1. ASCCC Plenary attendance was useful to distill state level issues. An AI Academy by ASCCC will be held in San Diego. Other departments are encouraged to send representatives.
            2. SEMP feedback form is being consulted by the committee–all are encouraged to use it to give feedback, including the public.
            3. She encouraged more human connection among us.
        iv. Secretary's report - Chad Stephenson

1. New November 2024 issue of ASCCC Nostrum focuses on artificial intelligence, particularly notable is "A Case for AI Literacy in California Community Colleges" by Alison Gurganus of San Diego Mesa College, as President of Council of Chief Librarians
2. Coordinating next semester ASEC meeting at Chinatown/North Beach - date and time TBD

b. AFT2121 report - Robin Pugh
   i. End of semester holiday party is planned for Friday December 6, from 4-6:00pm
c. Student Chancellor report - Mallinali Villalobos
   i. Presented a letter addressed to the Board of Trustees (see meeting materials folder) regarding the impact of the recent election and encouraged the recognition that CCSF is a safe haven for students as "a sanctuary campus in a sanctuary city." He has spent recent weeks listening to students' concerns and fears, applauded faculty who have provided safe spaces to students, and urged the sharing of college resources to students needing support.
   ii. Acknowledged athletics teamwork, especially women's and men's soccer who are headed toward championship titles, and student leaders. He acknowledged the value of the City Dream "Know Your Rights" workshops.
d. Committee on Committees report - Lillian Marrujo-Duck
   i. President Litzky noted appointments to FPAC include a broad representation from across the college, as well as faculty continuity, and includes new-to-the-committee members.

5. Consent Agenda
   a. Approval of Minutes from November 6, 2024

**2024.11.20.5.A. Approval of Minutes: Minutes from November 6, 2024**

Resolved, the Executive Council approves the minutes for November 6, 2024.

Adopted by consent.

   b. Approval of Committee Appointments

**2024.11.20.5.B. Approval of Committee Appointments**

Resolved, the Executive Council approves the following appointments:

**Faculty Position Allocation Committee (FPAC)**
Alexis Litzky, Communication Studies (new appointment)
Mitra Sapienza, English (reappointment)
Rebecca Ancheta, Sociology (reappointment)
Jonathan Potter, Computer Science (new appointment)

Adopted by consent.

6. Unfinished Business
    a. Executive Council photo - Chad Stephenson, AS Secretary
        i. The Senate had its photo taken to post to its website.
    b. Standards & Practices update - Alexis Litzky, AS President (see meeting materials folder for slide deck)
        i. Working toward a vote on changes to bylaws in December will require several factors–Academic Senate vote and faculty-wide vote, followed by approval by Senate. Possible changes include suspension of departmental limits during a non-competitive election cycle, and when it would go into effect; change of term limits from 2- to 3-consecutive 2-year terms (total of 6 possible years, or 3 terms). Endorsement of process is forthcoming in Academic Senate, at Spring Plenary, and open session in early March 2025 (election of ASEC members in April 2025) with possible implementation in May 2025 (see timeline in slide deck)
        ii. Councilmember comments included compliments for the presentation, the timeline, and move toward more engagement in voting and the work of the Senate. Concerns over term-of-office change were expressed, noting that what is needed is more engagement by faculty with the Senate. Additional issues included the need to increase size of representation, need for compensation for serving as a representative. President Litzky noted there is no common standard across ASCCC for these issues.
        iii. This item will return to the Senate on December 4, 2024.
    c. Education Policies Committee recommendations - Fred Teti, Ed Policies Chair
        i. Deleting BP 6.01 Instruction General and BP 6.02 Instructional Organization and Standards

**2024.11.20.6.C.1. Delete BP 6.01 Instruction General and BP 6.02 Instructional Organization and Standards**

Resolved, the Academic Senate accepts the Education Policies Committee resolution from April 22, 2024 and recommends the College deletes BP 6.01 Instruction General and BP 6.02 Instructional Organization and Standards.

Approved with 16 votes.

ii. Updating BP 6.07 and new AP 6.07 - Collegiate Standards for Grades, Coursework, Earning Credit, and Progress.

**2024.11.20.6.C.2 Update BP 6.07 and new AP 6.07 Collegiate Standards for Grades, Coursework, Earning Credit, and Progress**

Whereas the Education Policies Committee reviewed BP 6.07 - Standards of Scholarship and recommended updates to BP 6.07 and developed a new AP 6.07, therefore be it

Resolved, the Academic Senate recommends the College adopt the updates to BP 6.07 - Collegiate Standards for Grades, Coursework, Earning Credit, and Progress and adopt AP 6.07 - Collegiate Standards for Grades, Coursework, Earning Credit, and Progress.

Approved with 16 votes.

iii. Creating BP 6.36 & AP 6.36 Course Auditing and Auditing Fees

**2024.11.20.6.C.3 Create BP 6.36 & AP 6.36 Course Auditing and Auditing Fees**

Resolved, the Academic Senate recommends BP 6.36 and AP 6.36 Course Auditing and Auditing Fees.

Approved with 16 votes.

d. Strategic Enrollment Management Plan - David Yee, Interim Vice Chancellor of Academic and Institutional Affairs
   i. Asked for postponement of approval until the next ASEC meeting. Feedback document is part of the SEMP website which will be closed next Tuesday, November 26, 2024. All feedback, of any type or size, is welcome.
   ii. Abigail Bornstein asked how the framework's four areas will tie in with the budget. David noted that this document does not directly

address this, that that will require alignment with the Budget Department and that updates will arrive at a later date, as this document is "a living document."

iii. Jonathan Potter noted the need for hierarchy in sections, more specifics on mentorship, and more information on course offerings that will bring in revenue under Student Centered Funding Formula (SCFF). David said he is working with the Student Completion Center on mentorship, and that the final version of this document will be formatted to be more accessible.

iv. Mitra Sapienza noted there is no mention of closing equity gaps and the California Community Colleges' Vision 2030 and Rising Scholars Network.

v. Chad Stephenson noted adult education information is missing a contact person and data. There is a need to connect to the mission of the college's lifelong learning role and as the adult education provider and the marketing plan should also include methodology on older adult marketing, specifically multilingual marketing. OLED should be consulted as well as the NCAE Committee.

vi. Lillian Marrujo-Duck noted the goals seem to make the college more efficient and effective and that the plan needs data endpoints to describe outcomes.

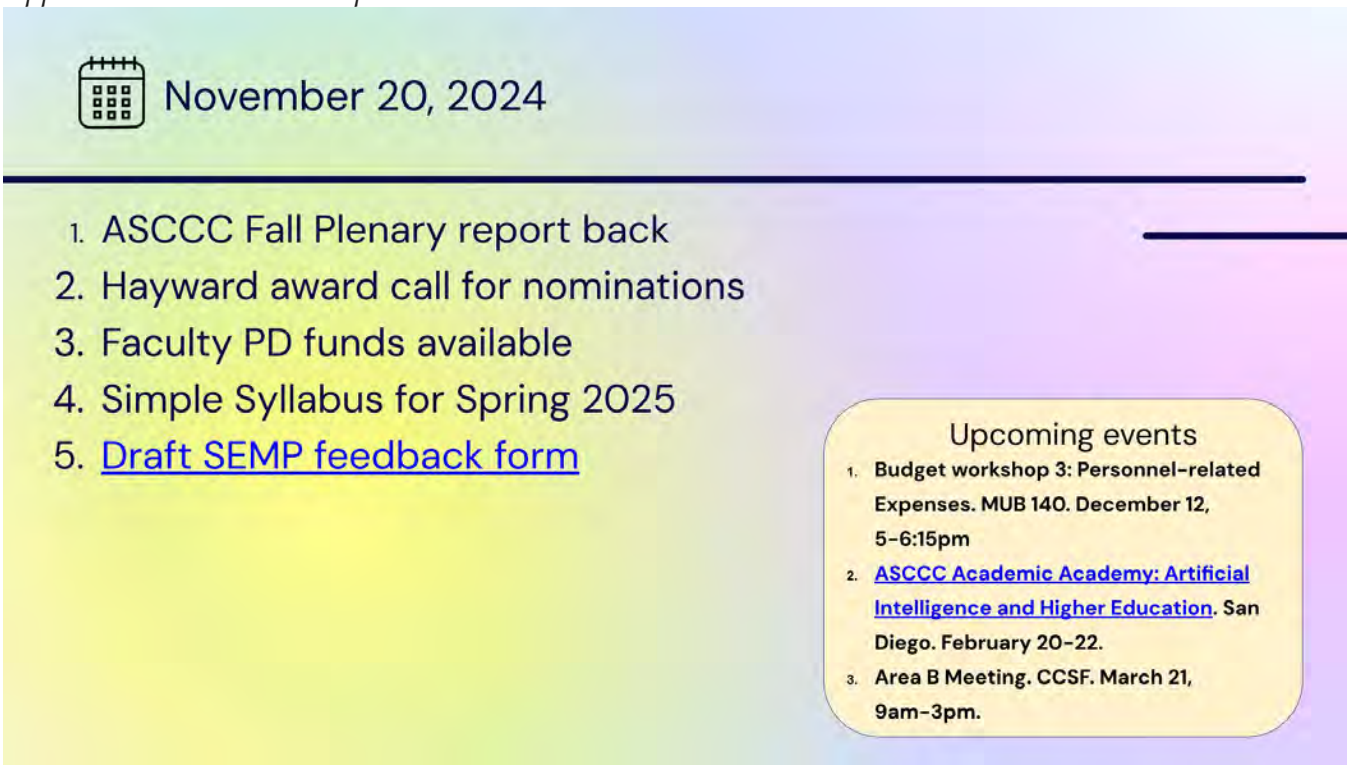
7. The Council took a five-minute break

8. New Business
    a. Draft Accreditation Follow-Up Report - Sheri Miraglia, Accreditation Steering Committee co-chair
        i. First read across constituency groups, as well as the Board of Trustees. Of note, the financial challenges continue to be a challenge and evidence of resolving this continues to be needed. Second read will be on December 4, 2024. Accreditation team will visit on March 28, 2025.
        ii. Craig Persiko asked about training for the incoming Board members and can training be codified? Sheri reported past practices have included retreats which have not included training to her knowledge.
        iii. Fred Teti noted the lack of indication of adoption or receipt of policy recommendation from the Senate. Sheri said she will bring this back as feedback. President Litzky noted that BP 1.35 (on board professional development and orientation) is on record.
        iv. Lillian Marrujo-Duck seconded Fred Teti's recommendation.

v. Abigail Bornstein noted the "adopting a balanced budget" section of the report did not have multi-year scenarios as listed, only a multi-year projection and noted that Board minutes are very generic.
vi. Mitra Sapienza asked who was on the ad-hoc committees and did they consult with other groups?. Sheri responded that no faculty, only Board members consulting with other groups, fell into their work. Sheri noted that the VP of Finance will be providing scenarios to the Board but that Operations is how this is built.
vii. Lillian Marrujo-Duck asked if there was a plan to have the Board resolve their issues. Sheri noted that as long as ACCJC is watching the meetings this has shown to be true.

b. Credit for Prior Learning (CPL) update - Megan Corry, CPL Coordinator
i. She called out CPL in the Strategic Enrollment Management Plan (SEMP). Students are aware of the possibility of credit for CPL, especially those with industry credentials. There is an average of 17.5 units per student for colleges providing CPL because they can stay and finish their degree. Students have been asking before enrolling to see if credit would apply and this will depend on the department.
ii. Industry credential alignments are in EMS and ADMJ. Continued work is needed for CNIT and Business to meet discipline needs. Portfolio alignment is working with Cinema 24 to align with student learning outcomes–SLO and Curriculum Committee are in line for other consultation sessions with CPL to confirm portfolio alignment.
iii. More emphasis on veteran students is needed in SEMP–there have been many changes to student training alignment particular to veterans. ACE Military Guide is being used, not the ACE national guide, to meet alignment and standards for CPL.
iv. CSUs are on board with CPL, while UCs currently use Credit-By-Exam (CBE). Counselors are aware of CPL and how to guide students and give input into CPL.
v. Admissions plays a critical role in taking in information, along with transcripts, for CPL.
vi. SEMP describes partnership with employers (e.g. public safety) to improve connection between programs and outcomes for workforce training.

9. Adjournment 5:08pm

# Appendices

*Appendix 1: President's Report*