**********PERALTA COMMUNITY COLLEGE DISTRICT**

**District Academic Senate**

 **District Academic Senate Meeting DRAFT MINUTES**

**March 1, 2022 – 2:30PM to 4:30PM**

**Zoom Link:** [**https://cccconfer.zoom.us/j/9781680578**](https://cccconfer.zoom.us/j/9781680578)

**Present: VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)**

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| --- | --- | --- | --- | --- | --- |
| X | Donald Moore, DAS President, Laney | X | Matthew Goldstein, DAS Vice President, COA Senate President | X | Andrew Park, DAS Treasurer, COA Treasurer |
| X | Jennifer Fowler, DAS Recording Secretary, COA Senate Vice President | X | Matthew Freeman, BCC Senate President | X | Joseph Bielanski, BCC DAS Representative |
| X | Jeff Sanceri, COA DAS Representative | X | Eleni Gastis, Laney Senate President | X | Leslie Blackie, Laney Senate Vice President |
| X | Kimberly King, Laney DAS Representative | X | Thomas Renbarger, Merritt Senate President | X | Mary Ciddio, Merritt Senate Vice President |
| X | Lowell Bennett, Merritt DAS Representative |  |  |  |  |

**Guests: List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Dr. Stephanie Droker | X | Didem Ekici | X | “Laney Library” |
| X | Chris Weidenbach | X | Reginald Constant | X | Inger Stark |
| X | Emily Quach | X | Heather Sisneros | X | Khalilah Beal-Uribe |
| X | Shirley Brownfox | X | Antoine Mehouelley | X | Jayne Smithson |
| X | Bill Trego | X | Joya Chavarin |  |  |

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **FOLLOW UP ACTION** |
| 1. **Call to order:** **Agenda review –** (5 minutes)
 |  | Motion to approve the agenda. Moved by: BielanskiSeconded by: KingMotion Passed Unanimously |
| 1. **Approval of minutes from previous meeting(s) –** (5 minutes)
 |  | Motion to approve minutes from 2/15/22.Moved by: BlackieSeconded by: FowlerMotion Passed Unanimously |
| 1. **Public Comment –** (3 minutes)
 | * The District has not implemented the holistic aspect of the Holistic Safety and Wellness Plan. Black Minds Matter@Peralta/Holistic Safety & Wellness Working Group will meet this Thursday 3/3/22 from 6-7:30PM on Zoom. Attend if you want to help the District implement it. [Zoom Link](https://cccconfer.zoom.us/j/91208670093?pwd=TFhDVllIMnRMT0J5cEl1ZHFtTjlVZz09)
 |  |
| 1. **For Action and/or Consideration –** (40 minutes)
 |  |  |
| 1. Resolution for Faculty Participation in the Creation of Class Caps for Community College Departments and Courses.
 | Resolution calls for more faculty participation in determining class caps for courses. Plan is to bring it to the Area B meeting with the goal of getting it to the Spring Plenary for statewide consideration.  | Motion to endorse the resolution.Moved by: SanceriSeconded by: King Motion Passed Unanimously  |
| 1. **Standing Items –** (15 Minutes)
 |  |  |
| 1. Staff Development Officer Report, Inger Stark
 | Working on integrating the Vision Resource Center. Kickoff with Chairs of College Professional Development Committees. Next: Decision will need to be made who will own the LTI and be the administrator of the Vision Resource Center. DAS should weigh in and give feedback. We don’t want it to live entirely in Human Resources. Dr. Stark will talk with Dr. Droker and come back to DAS with some recommendations.  |  |
| 1. Treasurer’s Report, Andrew Park
 | Travel requests for the ASCCC Spring Plenary should be sent to Constance Koo as soon as possible for in-person attendees.  |  |
| 1. CE Liaison Report, Leslie Blackie
 | The next District CTE Committee meeting is this Friday 3/4/22. Ongoing concerns with slashing of FTEF allocations and emphasis on productivity that adversely affect CTE because of room capacity issues.  |  |
| 1. DE Liaison Report, Didem Ekici
 | Dr. Didem Ekici is stepping back into the role of District DE Coordinator. District DE Committee in conversations about the Respondus LockDown Browser. The Committee also weighed in on which LTIs to continue or discontinue. Will get input from faculty and consider data from LTI user reports to see which ones are used the most.  |  |
| 1. CIPD
 | Finalizing consultation form at the next CIPD. Computer literacy requirement for local degrees is coming back around. Data requested from District Institutional Research to support decision making. The goal is to decide whether computer literacy should be required for local degrees.  |  |
| 1. **For Discussion and/or Information –** (40 minutes)
 |  |  |
| * 1. Antoine Mehouelley, Chief IT PeopleSoft Phase 2
 | PeopleSoft Phase 2 implementation started. The Chancellor asked for a 3rd Party of Review of processes. IT is going to test LARs, expense report systems, etc. Training is forthcoming. Paid 215k for a consultant to create synchronous and asynchronous training materials. Each college will have a calendar of training dates.  |  |
| * 1. Deputy Chancellor Stephanie Droker
 | Working on a rebid for the Educational Master Plan process.  |  |
| * 1. Draft Enrollment Management: First Read
 | Merritt drafted a resolution on a variety of enrollment management issues, ranging from using waitlists from the previous term as data for adding more sections in the current term to reassessing what FTEF allocation is needed to meet student demand. Feedback was given to look at cost benefit analysis instead of just cost analysis.  | Bring back to DAS for a second read. |
| 1. **New Business/ Announcements**
 | The next DAS meeting on 3/15/22 is canceled due to campus mid semester flex day. |  |
| 1. Next Meeting
 | April 5, 2022 |  |
| 1. **Adjournment**
 | Meeting adjourned at 4:26PM |  |

Abbreviations:

* DAS – District Academic Senate
* PCCD – Peralta Community College District
* BOT – Board of Trustees
* DAC – District Administrative Center
* AP – Administrative Procedure
* BP – Board Policy

Title 5 §53200 DEFINITIONS [Source: <http://www.asccc.org/communities/local-senates/handbook/partI>. Retrieved 10/28/11.]

Academic Senate means an organization whose primary function is to make recommendations with respect to academic and professional matters.

Academic and Professional matters means the following policy development matters:

1. Curriculum, including establishing prerequisites.2. Degree and certificate requirements.3. Grading policies.4. Educational program development.5. Standards or policies regarding student preparation and success.6. College governance structures, as related to faculty roles.7. Faculty roles and involvement in accreditation processes.8. Policies for faculty professional development activities.9. Processes for program review.10. Processes for institutional planning and budget development.11. Other academic and professional matters as mutually agreed upon.

Consult collegially means that the district governing board shall develop policies on academic and professional matters through either or both of the following:

1. **Rely primarily upon the advice and judgment of the academic senate**, OR2. The governing board, or its designees, and the academic senate shall reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

§ (SECTION) 53203 POWERS

A) The governing board shall adopt policies for the appropriate delegation of authority and responsibility to its college academic senate.

B) In adopting the policies described in section (a), the governing board or designees, shall consult collegially with the academic senate.

C) While consulting collegially, the academic senate shall retain the right to meet with or appear before the governing board with respect to its views and recommendations. In addition, after consultation with the administration, the academic senate may present its recommendations to the governing board.

D) The governing board shall adopt procedures for responding to recommendations of the academic senate that incorporate the following:

1. When the board elects to rely primarily upon the advice and judgment of the academic senate, the recommendation of the senate will normally be accepted, and only in exceptional circumstances and for compelling reasons will the recommendations not be accepted.