

## ESC Minutes

*Educational Services Committee (ESC)*

*Friday, May 5, 2023, 3:00-4:30*

### *Committee Membership:*

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| Tina Vasconcellos, AVC Educational Services, Tri-Chair                      | Matthew Freeman, President, BCC Academic Senate, Tri-Chair |
| Lilia Chavez, VPSS, Merritt   | Maria Spencer- District Classified Senate                  |
| Lilia Celhay, Dean, COA   | Donald Moore, President, District Academic Senate          |
| Leslie Blackie, Faculty, Laney  | Diana Bajrami, Acting President, COA                       |
| Didem Ekici, Faculty, Distance Ed Coordinator                               | Vacant, Academic Support Services Specialist, Laney        |
| Joseph Bielanski, Faculty, BCC  | Maurice Jones, Acting VPI, COA                             |
| Tom Renbarger, President, Merritt Academic Senate                           | Kuni Hay, VPI, BCC   |
| Mary Clarke-Miller, Faculty, BCC  | Mary Shaughnessy, Faculty, COA                             |
| Azul Lewis, SEIU 1021, Tri-Chair  | Matthew Goldstein, Academic Senate President, COA          |
| Martin DeMuchaFlores, Associate Dean of Educational Success and Equity, BCC | Laura Leon-Maurice, Note taker                             |

## **I. STANDING ITEMS**

### **A. CALL TO ORDER**

Meeting began @ 3:05

Name change to represent what the membership wants to do with the committee. New committee charge. PGC voted and endorsed. We do not have quorum. Joint committee with PBC around enrollment management. Share Utube in chat box.

### **B. ADOPTION OF THE AGENDA**

Approve today's agenda. Motion by Joseph Bielanski, Donald Moore seconded. Voted to approve.

### **C. APPROVAL OF MINUTES**

Minutes from February 3 meeting. Donald Moore moved to approve. Seconded by Leslie Blackie. Comments, questions or amendments.

Voted to approve. 9 yes, 1 abstention.

### **D. PUBLIC COMMENT**

### **E. SUB COMMITTEE REPORTS**

- Distance Education: Didem Ekici

Exciting Peralta online initiative. 3 day conference last week. Presentations, workshops discussions. Building the global community. Joseph helped us with ap4105. Share Utube in chat box. When courses are published so students know what classes they are signing up for.

How do we ensure that all of the faculty are following it?

Why are they sending the guidelines, when we are done. We are actually following them. We are working on faculty selection, separate from Title 5. Quality of the online classes will be better in phase 2. An additional change reflected next fall.

Working on our LTI's for next year. First time for LTI budget. Thank Dr. Vasconcellos for that. This will be my last meeting, stepping down. I will ensure the transition will be smooth.

Now have quorum.

DE coordination at the colleges funding.

Free classes to live in the district?

We do not have the DE support any longer. Each college is trying to figure out a way to sustain their services. depends on the funding at each college. .4 that we used to get from the district.

District will pay for the district DE coordinator but not at the colleges.

As part of the cuts for next year, reassign time was on the chopping block in my department.

Increased the DE coordinators role from .2 to .4, also the POKR coordinator. the district used HEERF funds. We have

come to an end of HEERF fund. We decided to do a 2 year reassign time. Committed to .4 for DE and .5 for POKR. We have Covid relief funds in total. Really important that we don't cut DE support. We will also have a significant online presence. My faculty was disturbed to hear cuts when we have huge reimbursements for administrators who travel. We would like to see where the district is cutting.

Students choose online.

Didem Ekici-

Other colleges are doing the opposite. Surprising to me that Peralta is going in the opposite direction. Our enrollment will be effected badly. Accessibility issue, important to have all of the support. ad508 position. In the process. Have to go through SEIU.

- Career Education: Mary Clark Miller

All new bachelor programs have to be fully offered on-line. The world has evolved and hopefully Peralta will catch up. More informational meeting today. Executive director for grants, ensure they be part of the committee. Issues with finance and students getting paid. Help and assist of how grants are distributed.

New assessment plan for Perkins. West end is on the table to help with that process.

Further internships for students, increasing our industry network.

COA had their open house, 176 students from OUSD. Good show. Merritt, Laney. Bcc.

Summer programs, still trying to offer something to the high school students.

- International: Thomas Torres-Gil

We are preparing for our graduation, in person. May 18. Reviewed some of our scholarships for study abroad.

First contract I entered, fully completed.

Working on Contract Ed with a partner, COA.

Our office is working on How To videos. We are modifying those videos.

Non resident student debt.

- Adult Education- No report

## F. CO-CHAIR REPORT

Tina Vasconcellos- We are moving forward with automating the 44 student forms that are manually processed. Get them into Peoplesoft that will take 5-7 months. Forms available within the student service. Huge project but it is exciting. It creates barriers for our students. Now we will have a single sign on portal.

## G. CHANCELLOR'S REPORT

### II. CARRIED OVER AND NEW ITEMS

| Topic:   | Presenter:    |   |
|--|---------------|---|
| PeopleSoft Non-Resident Student Payment System | T. Torres-Gil | Share screen-<br>Background on non-resident debts,<br>current peoplesoft system configuration, recommended<br>proposal for peoplesoft<br>payments for non-residents,<br>Proposal:<br>Prompted to pay or choose a reason to defer<br>Goal by spring 2024 roll out.<br>Donald Moore- 30 million in student debt. 27 million now.<br>Shouldn't they be paying upfront?<br>Thomas Torres-Gil- Regarding enrollment fees- if you look at<br>the individual lines you can see where debt is occurring.the<br>goal here is non-residnet capturing what we can. We need a<br>mechanism to require them to pay. The space we are trying to<br>close and secure.<br>What is the difference between out of state and international?<br>What are the collection rates at other colleges? Many struggle<br>with the same issue. Systems set up to promoate enrollment but<br>not set up to collect tuition.<br>We have not defined who our out of state groups are. With our<br>health insurance they have to pay before they can enroll.<br>It used to be a transcript hold. Transcripts would not be |

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|  |   | released.<br>Thomas- An assembly bill that changed it.<br>Yes. In addition, we also are using a third party for transcripts which removes the ability to place holds.  |
| Discussion: Committee Membership Makeup                                  | M. Freeman/T. Vasconcellos/<br>A. Lewis |  |
| Discussion: Meeting Schedule   | M. Freeman/T. Vasconcellos/<br>A. Lewis | Dates for next year: Second Friday of the month.<br>Concrete problems PBIM. A retreat with an outside facilitator.<br>Motion to make it second Friday 9-11:00.<br>Leslie Black. Seconded by Joseph Bielanski. Voted and approved. Meet every month. Effective fall 2023. |
| Discussion:<br>Enrollment<br>Management Joint<br>Taskforce<br>Membership | M. Freeman/T. Vasconcellos/<br>A. Lewis | Send out to all members, the committee charge and membership. Serve from report outs from joint tasks force.<br>Send the membership list out and have conversations.<br>If we have the PBIM summitt. First item for discussion in the fall.                              |
| Open Comments  | All                                     |  |

### III. Adjournment

#### IV. Next Meeting: Fall 2023 Sept. 8, 2023.

Have a great summer break

#### **Attendance:**

Donald Moore  
Joseph Bielanski  
Tina Vasconcellos  
Matthew Freeman  
Diane Wu Chang  
Thomas Torres-Gil  
Matthew Goldstein  
Mary Clarke-Miller  
Azul Lewis  
Didem Ekici  
Leslie Blackie  
Dana Cabello  
Kuni Hay  
Maurice Jones  
Richard Thoele  
Diana Bajrami