



**PERALTA COMMUNITY COLLEGE DISTRICT**  
**District Academic Senate**  
**District Academic Senate Meeting MINUTES**  
**NOV 21, 2023 – 2:30PM to 4:30PM**  
**Zoom Link: <https://cccconfer.zoom.us/j/96574845924>**



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

<input checked="" type="checkbox"/>	Matthew Goldstein, DAS President	<input checked="" type="checkbox"/>	Leslie Blackie, Laney Senate President, DAS Vice-President	<input checked="" type="checkbox"/>	Andrew Park, DAS Treasurer, COA Treasurer
<input checked="" type="checkbox"/>	Jennifer Fowler, COA Senate President	<input checked="" type="checkbox"/>	Matthew Freeman, BCC Senate President	<input checked="" type="checkbox"/>	Thomas Renbarger, Merritt Senate President
<input type="checkbox"/>	Carla Pegues, COA Senate Vice-President	<input checked="" type="checkbox"/>	Dan Lawson, Merritt Senate Vice-President	<input checked="" type="checkbox"/>	Nate Failing, Laney Senate Vice-President
<input checked="" type="checkbox"/>	Gabriel Martinez, BCC Senate Vice President	<input checked="" type="checkbox"/>	Joseph Bielanski, BCC DAS Representative	<input checked="" type="checkbox"/>	Chris Weidenbach, Laney DAS Representative, DAS Recording Secretary
<input checked="" type="checkbox"/>	Lowell Bennett, Merritt DAS Representative (via Zoom)	<input checked="" type="checkbox"/>	Jayne Smithson, COA DAS Representative (via Zoom)		

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

<input checked="" type="checkbox"/>	Interim VC of Finance Nathaniel Jones III	<input checked="" type="checkbox"/>	John Saenez Williams, Merritt College Tutoring	<input checked="" type="checkbox"/>	Isela Santana, Merritt College Tutoring
<input checked="" type="checkbox"/>	Marla Leech, District Staff Development <b>Co-Officer</b>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
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AGENDA ITEM	DISCUSSION	FOLLOW UP ACTION
<p><b>1. Call to order: Agenda review – (5 minutes)</b></p>	<p>With new discussion items D and E (listed below)</p>	<p>Motion to approve the agenda.</p> <p>Moved by: Joseph B. Seconded by: Leslie B. Motion Passed unanimously</p>
<p><b>2. Approval of minutes from previous meeting(s) – (5 minutes)</b></p>	<p>Oct 17 and Nov 7 minutes were corrected and revised, then approved.</p>	<p>Motion to approve minutes from <b>Andrew P.</b></p> <p>Moved by: Matthew F. Seconded by: Jen F. Motion Passed</p>
<p><b>3. Public Comment – (3 minutes)</b></p>	<p>Leslie asked if Senate Presidents and/or DAS folks had suggestions for District Flex Day in January.</p> <p>Leslie mentioned that she and the other Senate Presidents learned a lot at the ASCCC Plenary last week, and might be</p> <p>Marla Leech raised a suggestion about budget process and another suggestion about the feasibility and ‘mechanics’ of providing ‘Fall is Free’ and ‘Spring is Free’ access to students.</p>	
<p><b>4. For Action and/or Consideration – (40 minutes)</b></p>		
<p>a. Budget planning calendar (Goldstein)</p>	<p>Matt G showed a proposed revised calendar for the budgeting process, with key faculty review steps ‘moved up’ by one month.</p> <p>Discussion clarified the proposed revision and the recent history of where these proposals have been presented.</p> <p>Lowell asked about a possible earlier opportunity for input prior to January.</p>	<p>Motion to accept Matt G’s proposed calendar revision and memo regarding same, with the memo to be sent by Nov. 30.</p> <p><b>CW will request a copy of the memo from Pres. G</b></p> <p>Moved by: Leslie B. Seconded by: Jenn F. Motion Passed 13-0</p>

<p>b. Sp 24 FTEF resolution (Weidenbach)</p>	<p>Tom R. shared that Peralta’s Board Policy 6250 is a self-imposed requirement meant to conform to the stipulation that a two-months-operating-expenses level is <b>*required*</b> in order to maintain eligibility for <b>state/federal</b> emergency funding.</p> <p>Matt F stated that the timing is not ideal given the budget managers’ proposed FTE cuts; but he feels that it’s ‘always time to do the right thing’, and the goal of increasing FTEF is something he strongly supports. -- He suggested an amendment to the two ‘Resolved’ clauses that mention proportional distribution of any increased FTEF according to department chairs’ forecasts on the SP 24 FTEF Forecast survey. Andrew Park’s proposed amendment to delete a clause in the third resolve was accepted by Chris W, and then the Senate agreed with Matt G’s proposal to consider the resolution with an understanding that mention of ‘proportionality’ with survey responses would be taken out of the first ‘Resolved’.</p>	<p><b>Motion to approve this resolution with the amendments noted at left:</b></p> <p>Moved by: Joseph Bielinski Seconded by: Leslie Blackie</p> <p>Motion Passed UNANIMOUSLY</p>
<p><b>5. Standing Items – (15 Minutes)</b></p>		
<p>a. Staff Development Officer Report, Marla Leech</p>	<p>Marla shared an overview of plans for District Flex Day in January, and encouraged IN-PERSON attendance! We will be welcoming and hearing substantially from our incoming Chancellor, Dr. Tammeil Gilkerson.</p>	
<p>b. Treasurer’s Report, Andrew Park</p>	<p>Virtual attendees please complete your requests to close out the requisition process.</p>	
<p>c. CE Liaison Report</p>		

d. DE Liaison Report, Chelsea Cohen		
e. BOT <sup>1</sup> BP <sup>4</sup> AP <sup>2</sup> Review/ recommendation/updates /proposed revision		
f. CIPD, Heather Sisneros		
<b>6. For Discussion and/or Information – (40 minutes)</b>		
a. ASCCC fall plenary report (Blackie, Fowler, Freeman, Goldstein, Renbarger)		
b. Enrollment Management ad hoc Advisory Committee update (Bennett, Park)		
C. Budget shortfall (AVC Jones)	<p>VC Jones presented analysis of the impact of COLA increases, I.e. the budget 'cuts' or other 're-structuring' that will be required of the Colleges starting in 2024-25. The reduced allocations to Colleges' FTE was decided to be the most fair way of 'sharing the pain'.</p> <p>Leslie B and Matt G questioned the notion that cutting based on FTE is the fairest way to handle the budget shortfall.</p> <p>VC Jones clarified that the reductions being proposed are only proposals at this point, and that input is being sought, and the Chancellor will need to make a formal proposal to the Board at their Dec. 12<sup>th</sup> mtg.</p> <p>Matt F asked at what point this proposal is going to be presented to participatory governance committees, seeking their approvals or endorsements. -- VC Jones answered that he thinks the Chancellor will accept input, but no approvals or endorsements are necessarily being sought. -- Matt F clarified that feedback is one thing, but approval is another. He asked for clarification that the DAS is not being given the opportunity to endorse the reduction Proposals.</p> <p>Jenn F stated that she was not consulted by the COA President</p>	

	just as Matt F was not consulted by the BCC President.	
d. Discussion about academic probation	Gabriel Martinez reported briefly on activity throughout the state regarding academic probation and dismissal, including that the language and processes associated with this area are under revision. He and Pres. MG agreed to return to this topic as the top discussion item at our Dec. 5 <sup>th</sup> meeting.	
e. Discussion about online tutoring	Isela Santana presented a Merritt College resolution regarding the Tutoring Program's reliance upon the SARS scheduling & reporting software amidst the Counseling Dept's abandonment of SARS and adoption of Connex-Ed. She asserted that the Tutoring Program, now working in-person and online, dearly needs robust software like 'SARS Anywhere' or another system. (Academia is another option.) John Saenz  Pres. Goldstein suggested that he/DAS will reach out to the other three Tutoring Coordinators and seek their input toward a DAS resolution.	
<b>7. New Business/ Announcements</b>		
a. Next Meeting	Dec. 5th, 2022	
<b>8. Adjournment</b>		Motion to adjourn the meeting was not needed as the entire agenda was addressed.

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/part1>. 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, OR**
2. 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.