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**District Academic Senate**

**District Academic Senate Meeting DRAFT MINUTES**

**April 19, 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 |
| \_ | 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)**

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| --- | --- | --- | --- | --- | --- |
| X | Albert Maniaol | X | Stephanie Droker | X | Jayne Smithson |
| X | Johnnie Williams | X | Julie Saechao | X | Didem Ekici |
| X | Inger Stark | X | Terrance | X | Heather Sisneros |
| X | Gabriel Martinez | X | Marissa Nakano | X | Kimm Blackwell |

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| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **FOLLOW UP ACTION** |
| 1. **Call to order:** **Agenda review –** (5 minutes) | Meeting called to order at 2:35 p.m. | Motion to approve the agenda.  Moved by: Bielanski  Seconded by: Renbarger  Motion Passed Unanimously |
| 1. **Approval of minutes from previous meeting(s) –** (5 minutes) |  | Motion to approve minutes from 4/5/22.  Moved by: Bennett  Seconded by: Blackie  Motion Passed Unanimously |
| 1. **Public Comment –** (3 minutes) | * Johnnie Williams: CIS at Laney, speaking on computer literacy requirement being dropped (Action agenda item (c)). Appalled at lowering the technological requirement; data (on how many students are not completing associate’s degrees because of this requirement) was requested but not provided. |  |
| 1. **For Action and/or Consideration –** (40 minutes) |  |  |
| 1. Resolution on FTEF Cuts | Perfected resolution shared at meeting by Moore.  Bennett presented the Resolveds, asserting that institutional planning is part of academic senate’s 10+1 and that we are asking to be at the table as these decisions are made and asking for an explanation of the processes and data on how the decision to cut FTEFs for upcoming year was made. Asking for a better collaborative process.  Additional discussion: with the frequent turnover of administrative leadership, there is a lack of knowledge of processes, policies, and procedures. Need commitment from admin (whether interim or not) to learn existing processes. | Motion to approve the resolution with a deadline of 10 days.  Moved by: Gastis  Seconded by: Blackie  Motion Passed Unanimously |
| 1. Professional Development 10+1 | Inger Stark shared SDO Annual Report for 2021/2022 in Zoom chat and gave the presentation “PD overview for DAS Meeting – April 19, 2022”   * HR developed a Canvas site for new processes for new PeopleSoft tasks * Integration with Vision Resource Center (state chancellor’s office), online resource of state-wide professional development and collaborative efforts * Guaranteed PD funds (for colleges and the district) come from PFT contract, paying for reassigned time, part of sabbaticals, conference costs … * Requests DAS to engage with the chancellor on use of PD funds—both those that come from PFT contract and additional sources. Institutional professional development is in academic senate purview.   Additional Discussion: PFT-negotiated amount come from the time it was originally negotiated ($120k was a “kind figure” at the time, but it has not been increased since then).  Suggestion: Informal collegial communication with the chancellor on professional development? | Motion to request a meeting be scheduled between Dr. Stark, chancellor, and Dr. Moore for collegial consultation on professional development  Moved by: Bennett  Seconded by: Freeman  Motion Passed Unanimously |
| 1. Area 4 C Computer Literacy Associate Degree Requirement | Gabriel Martinez presented on the history of the discussion in the GE subcommittee (of CIPD). The subcommittee drafted a memo explaining the rationale for removal of computer literacy requirement for local associate degrees (Area 4C). Three out of Four college academic senates have already endorsed the removal; CIPD endorsed the same yesterday. The requirement is from the past; counselors are working on how to ensure the right information about the courses providing computer literacy to those students who need it without requiring everyone to take these courses as well.  One important clarification: courses providing computer literacy themselves are not being removed, just the 1-unit requirement in the GE pattern.  Counseling meeting at Merritt College: Torn. There are students who are struggling due to lack of strong computer skills; some students in this situation are better served with LRNRE classes (both SAS and non-SAS students). Would like to make it a “strong recommendation”  CoA Counseling: Lack of data – we don’t have a way to pull data to say these students don’t have a degree because of the computer literacy requirements. However, there are many anecdotal situations (in counselors meeting with students) who decide not to complete a degree because they don’t see the value in the required computer literacy class (they are mostly done in their educational goal and don’t want to stay an extra semester). No regular option (testing out or non-credit) to waive the requirement. Credit by exam still requires students to pay tuition/impact financial aid for the class.  Laney CTE and Sciences: computer literacy requirement impacts CTE and science students negatively (additional unit where there is no room). Removing this requirement would benefit the students.  Counseling: Proposal is to remove the requirement from GE pattern; the courses would still be offered and students who can benefit from the computer literacy courses will still be recommended to take the classes.  Laney CIS: opposes this proposal. Requested data should be a simple query.  Response on data point: Counselors submit petitions manually; our IT system processes are antiquated; A&R does not track when/if petitions are rejected why they are rejected.  Three different speakers spoke in support of keeping the CIS/computer literacy requirement (against the current proposal to remove the requirement).  Multiple participants at multiple campuses spoke on “testing out,” that existing credit-by-exam process for computer literacy is insufficient to allow students to easily test out of the computer literacy requirement if they already have requisite knowledge.  On question of comparable process to pre-requisite challenge or request to substitute courses, there used to be option to waive requirements, but they have been discontinued as a violation of policy. There is still option to substitute courses.  Laney CIS expressed opinion that we are regressing even as universities such as UC Berkeley raise technological competency requirements.  Moore: There is an aspect of credit for prior learning issue here as well.  CIPD Representative clarification: CIPD voted to remove the requirement with an effective date of Fall 2023 in time for catalog. | Motion to endorse removal of Area 4C Computer Literacy Associate Degree Requirement.  Moved by: Gastis  Seconded by: Blackie  Motion Passed – All yes’s, except for 2 abstentions (Renbarger and King) |
| 1. **Standing Items –** (15 Minutes) |  |  |
| 1. Staff Development Officer Report, Inger Stark | [Addressed in earlier action item.] |  |
| 1. Treasurer’s Report, Andrew Park | Upcoming event: Curriculum Institute (no detail on ASCCC website yet; they are hoping to hold it as a hybrid event). Will reach out to ASCCC Events people to get an estimated registration cost, so that we’ll know how many people we can fund from each college (3 or 4?). Also, the treasurer will check district advance payment/reimbursement process for this early July conference (additional past challenges with the close of previous fiscal year and a new fiscal year starting in July).  Also, a reminder to turn in receipts for plenary in-person attendees, so that we can close our books for the year. |  |
| 1. CE Liaison Report, Leslie Blackie | Pretty contentious CE meeting, re. reporting out of Strong Workforce and Perkins funds. There are funds encumbered for stipends which are not getting reported out; faculty responsible for the area were getting reprimanded for not spending the funds even though they were already encumbered.  Question re. FTES accounting of grant-funded classes—also communication from the admin saying that for classes to be funded, the curriculum has to be changed.  There were issues with CTE classes that were funded through HEERF dollars and led to the FTES in CTE classes not being counted, which impacted allocation this year.  Dr. Droker: will circle back and would love to meet with CE liaison separately—all for maximizing our funding and supporting our students. |  |
| 1. DE Liaison Report, Didem Ekici | *[Note taker’s note – below message posted in chat; Didem had to leave before DAS got to DE liaison report.]*  From Didem Ekici to Everyone 03:39 PM  Sorry the I have to leave now because of a scheduling conflict. Please remember to register for our upcoming Peralta Online Equity Conference on April 27-28-29. You can find the schedule on our conference website, please check it out! Peralta Online Equity Conference Website: <https://sites.google.com/view/peraltaequityconference/home?authuser=0>  From Didem Ekici to Everyone 03:39 PM  Also, we’ll have a student panel with 5-6 students, and we’d like to honor their time with a 25$ gift card. So, if you’d like to support us with a little donation for our students, please reach out to me.  Have a great rest of your day! |  |
| 1. CIPD | Working on developing timeline for faculty to review discipline lists, and min. quals in CurriQunet META.  META is housing (and will house more) a lot of important data and content: catalog, information for credit for prior learning, etc. |  |
| 1. **For Discussion and/or Information –** (40 minutes) |  |  |
| * 1. Deputy Chancellor Stephanie Droker | Condolences to BCC community dealing with recent tragic death (https://www.berkeleyside.org/2022/04/18/berkeley-high-student-dies-after-falling-from-a-downtown-parking-garage).  Finished student elections – AC Transit Easy Pass proposition passed; students will have access to the pass. Students elected Ms. Sarah Latino to serve as their new student trustee on Peralta’s Board.  Providing in-person health services. Started on Monday.  For degree auto-award, aiming for a soft-launch in summer. Fingers crossed. Also once this is completed, reverse award of degrees (for students who transfer and are willing to share transcript) and degree audit (for students missing one or two classes for degree completion) should become possible.  PeopleSoft upgrade and training progressing. Timesheet processes were prioritized. |  |
| 1. **New Business/ Announcements** | None |  |
| 1. Next Meeting | May 3, 2022 |  |
| 1. **Adjournment** | Meeting concluded at 4:33. |  |

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.