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

**District Academic Senate**

 **District Academic Senate Meeting Minutes**

**November 2, 2021 – 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 |
| 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 | Siri Brown, VC of Academic Affairs | X | Immaculate Adesida | X | Jennifer Shanoski, Peralta Federation of Teachers President |
| X | Francis Howard | X | Inger Stark, District Professional Development | X | Albert Manioal, Director of Academic Affairs |
| X | Mary Miller | X | Cindi Napoli-Abella Reiss, Board of Trustees President |  |  |

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| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **FOLLOW UP ACTION** |
| 1. **Call to order:** **Agenda review –** (5 minutes)
 |  | Motion to approve the agenda. Moved by: BielanskiSeconded by: BlackieMotion Passed Unanimously |
| 1. **Approval of minutes from previous meeting(s) –** (5 minutes)
 |  | Motion to approve minutes from 10/19/2021.Moved by: GoldsteinSeconded by: BlackieMotion Passed Unanimously  |
| 1. **Public Comment –** (3 minutes)
 | None |  |
| 1. **Standing Items –** (10 Minutes)
 |  |  |
| 1. Staff Development Officer Report, Inger Stark
 | There are a few topics being discussed as focuses for the January 2022 Flex Day: Hyflex instruction, intergroup dialogue training, and the Peralta Online Equity Initiative. Working on getting the Vision Resource Center integrated into PeopleSoft. Several sabbatical workshops have been hosted.  |  |
| 1. Treasurer’s Report, Andrew Park
 | 12 Peralta senators are registered for virtual attendance at the Fall 2021 ASCCC Plenary. 1 senator will be attending in person in Long Beach.  |  |
| 1. CE Liaison Report, [Currently Vacant]
 | CE Liaisons have been meeting regularly. They are in the process of developing a “things to know” document and resource for newer colleagues. They are continuing to pursue more understanding around strong work force allocations data and how decisions are being made at the District.  |  |
| 1. DE Liaison Report, [Currently Vacant]
 | Job description being rewritten for a January 2022 hire.There was a discussion about preparations for Hyflex instruction. DE Coordinators and committees are working to provide recommendations on technology needs to successfully execute Hyflex teaching.All fully online classes for Spring 2022 in PCCD will be on the CVC Exchange. IT is currently work on integration for cross-enrollment, which will allow students from any California Community College to enroll in our classes directly from the exchange without filling out a separate Peralta application.  |  |
| 1. BOT1 BP4 AP2 Review/ recommendation/updates/proposed revision
 | None |  |
| 1. CIPD
 | None |  |
| 1. **For Discussion and/or Information –** (30 minutes)
 |  |  |
| * 1. Vice Chancellor Brown
 | Vice Chancellor Brown discussed the goals DAASSC adopted for the 2021-2022 academic year for the Student Journey Project. The goal of the project is to map each step of the matriculation process to identify and prioritize student delay and loss points, college-to-college incongruency and district wide best practices.Agenda items include examining technical and procedure related functions that include but are not limited to:* CCC Apply
* Peralta Application
* Degree Audit/Transfer In
* Auto Awarding of Degrees
* Waitlist and Permission Numbers
* Waitlist Message to Offer Another Course
* 9.2 Enhancements
* Student Form Submission

Questions were asked about early alert processes, and how student voices are captured in the project. Student leaders are being asked at district wide meetings. The District is planning on conducting a comprehensive student survey in Spring as well. Thought is being given to training and not overwhelming faculty with too many new technologies all at once. |  |
| * 1. PFT President Jennifer Shanoski Slideshow Presentation for Student Access and Success
 | The Student Access and Success Taskforce put together a presentation to help our community understand why Peralta enrollment is on a downward spiral and what we can do to make changes. **Presentation Goals**Present data about:* What District funding looks like and how it is being used.
* Course cutting and how it impacts us.
* Fixed cost analysis.
* Goals for our District.

**Key Issues & Challenges*** We already cut our FTEF to “right size” our colleges.
* Funding is increasing overall while course sections are decreasing.
* District funding continues to increase.
* CCSSEE data in 2017 shows students are making a lot of changes in the first couple of weeks leading to the beginning of the semester.
* Cutting sections while funding increases does not help us reach our district or student goals.

**Possible Solutions*** Prepare two-year schedules that correspond to degrees & certificates.
* Use data to prepare schedules that do not request cancellations.
* Measure productivity for administrative evaluation using assigned FTEF/sections instead of census.
* Schedule enough classes to account for apportionment FTES.
 |  |
| * 1. President Cindi Napoli-Abella Reiss, Board of Trustees Discussion on Peralta and moving forward for student success (4:00-4:30)
 | President Napoli-Abella Reiss was invited to DAS to answer questions about the board’s decision to extend the Chancellor’s contract. The Board used the State Chancellor’s Office MOU lifting limits on interim appointments as the basis for extending her contract and the need for continued District stability. Some Senators expressed an interest to be more involved in conversations and decisions such as extended the Chancellor’s contract that impact our community. President Napoli-Abella Reiss stressed the importance of public comments in Board meetings and retreats as a way getting involved. She also emphasized the importance of participating in climate surveys to voice feedback, and board member attendance at DAS meetings when possible.  |  |
| 1. **New Business/ Announcements**
 |  |  |
| 1. Next Meeting
 | November 16, 2021 |  |
| 1. **Adjournment**
 | Meeting adjourned at 4:28PM |  |

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.