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

**District Academic Senate**

 **District Academic Senate Meeting Minutes**

**December 7, 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, 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 | Siri Brown, VC of Academic Affairs | X | Mary Clarke-Miller | X | Chris Weidenbach |
| X | Inger Stark, Staff Development Officer | X | Luke Wrin Piper | X | Jayne Smithson |
| X | Carla Pegues | X | Fred Bourgoin | X | Amy Marshall |
| X | Maria Suarez | X | Francis Howard | X | Heather Sisneros |

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **FOLLOW UP ACTION** |
| 1. **Call to order:** **Agenda review –** (5 minutes)
 | Meeting called to order at 2:37 PM. | Motion to approve the agenda. Moved by: GastisSeconded by: CiddioMotion Passed Unanimously |
| 1. **Approval of minutes from previous meeting(s) –** (5 minutes)
 |  | Motion to approve minutes from November 16, 2021.Moved by: FreemanSeconded by: BielanskiMotion Passed Unanimously |
| 1. **Public Comment –** (3 minutes)
 | None |  |
| 1. **For Action and/or Consideration –** (40 minutes)
 |  |  |
| 1. Resolution on having another District wide townhall before the end of semester by Chancellor about Spring return to campus
 | Since the beginning the semester, DAS has been asking for clearer communication and more faculty engagement from District administration about return to campus planning. There are still a lot of remaining questions about return to campus policies and procedures. Request for a friendly amendment: *WHEREAS, the Academic Senate for California Community Colleges at its fall 2021 plenary session adopted Resolution 13.02 In Support of Prevention and Control of COVID-19 in the Interest of Safe Learning Environments, which calls for districts to require Covid-19 vaccinations and holds that a “safe teaching and learning environment for students and faculty is vital for student success, which is an academic and professional matter, and urge that local academic senates communicate this necessity to their administrations and governing boards”;*  | Motion to approve the resolution, with the friendly amendment noted.Moved by: SanceriSeconded by: BielanskiMotion Passed Unanimously |
| 1. **Standing Items –** (10 Minutes)
 |  |  |
| 1. Staff Development Officer Report, Inger Stark
 | Planning is underway for Spring Flex. There will be a variety of trainings on topics ranging from Department Chair responsibilities to creating more inclusive classroom spaces and more.  |  |
| 1. Treasurer’s Report, Andrew Park
 | Money available for participation in the accreditation institute and Spring Plenary. Let Andrew Park know if you are interested. |  |
| 1. CE Liaison Report, Carla Pegues
 | The CTE Committee is revisiting their bylaws. One of the goals is to examine the makeup of the committee and increase representation. They are also exploring having someone from District Finance on the committee because so much of the work is focused on finance and grants.  |  |
| 1. DE Liaison Report, [Currently Vacant]
 | None |  |
| 1. BOT1 BP4 AP2 Review/ recommendation/updates/proposed revision
 | None |  |
| 1. CIPD
 | Two disciplines not in minimum qual handbook not in minimum qual handbook: COPED, and LRNRE. The District is in conversation about how to rectify this issue. |  |
| 1. **For Discussion and/or Information –** (40 minutes)
 |  |  |
| * 1. Vice Chancellor Brown
 | Update on fraudulent applications. The new IPQS software is blocking fraudulent enrollment at a high rate. The tool makes it quick to identify fraudulent enrollments. There have also been changes to the filter to include frequently used IP addresses. All new student applications will be suspended for the two-week period during Winter Break when the Admissions and Records office is closed since they won’t be able to do manual application checks. Students will be notified about the suspended application time period via emails and pop ups on the website. Automated process will be completed early to mid-February so the manual check by Admissions and Records staff is no longer needed.  |  |
| * 1. Tim Thomas, Safety Coordinator District, to discuss District safety plan
 | There are 3 objectives moving forward to help Marina Security: 1) Professionalism, 2) Visibility, and 3) Training.Director Thomas is working to put a process in place to increase safety, with a focus on customer service, first aid, and de-escalation. He also wants to implement cross-training at all levels of the District with a desire to drive the process forward with everyone on board. He also has a goal of creating relationships and partnerships with community organizations. |  |
| 1. **New Business/ Announcements**
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| 1. Next Meeting
 | February 2, 2022 |  |
| 1. **Adjournment**
 | Meeting adjourned at 4:24 PM |  |

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.