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

**District Academic Senate**

 **District Academic Senate Meeting Minutes**

**September 21, 2021 – 2:30PM to 4:30PM**

**Zoom Link:** [**https://cccconfer.zoom.us/j/92397407179**](https://cccconfer.zoom.us/j/92397407179)

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Donald Moore, DAS President, Laney | X | Matthew Goldstein, DAS Vice President, COA Senate President | X | Jennifer Fowler, DAS Recording Secretary, COA Senate Vice President |
| X | Matthew Freeman, BCC Senate President |  | Sam Gillette, BCC Senate Vice 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 | Alejandra Oseguera | X | Iolani Sodhy-Gereben |
| X | Inger Stark, Staff Development Officer | X | Carolina Martinez | X | Andrew Park |
| X | Albert Maniaol | X | Jody Campbell | X | Monica Ambalal |
| X | Geoffrey Dyer, ASCCC | X | Drew Burgess | X | Olga Fish |
| X | Louis Quindlen | X | Linda Dewrance |  |  |
| X | Francis Howard | X | Jayne Smithson |  |  |

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **FOLLOW UP ACTION** |
| 1. **Call to order:** **Agenda review –** (5 minutes)
 | Call to order at 2:34PM | Motion to approve the agenda. Moved by: GastisSeconded by: KingMotion Passed Unanimously |
| 1. **Approval of minutes from previous meeting(s) –** (5 minutes)
 |  | Motion to approve minutes from September 7, 2021.Moved by: GoldsteinSeconded by: CiddioYay: 7 Nay: 0 Abstentions: 2 Motion Passed |
| 1. **Public Comment –** (3 minutes)
 | None |  |
| 1. **Brown Act Presentation –** (40 minutes)
 | Geoffrey Dyer, Former Chair ASCCC Standards & Practice Committee, provided a training and introductory overview of the Brown Act and its purpose. Here is the [PowerPoint slide deck](https://peralta4-my.sharepoint.com/%3Ap%3A/g/personal/jfowler_peralta_edu/EUpXkvdvFyRGhJ2rqYTV5zcBTkJJ6ZongSq8ae9PUk1SAw).The Brown Act applies to 3 broad categories of legislative bodies including: 1) governing bodies (i.e., Board of Trustees), 2) appointed bodies (i.e., committees or standing committees created by formal action of a legislative body like Senate, BOT, etc.), 3) private entities (created by a legislative body, like a local academic senate).Meetings shall be open and public, even if there is only discussion without action. A meeting is not subject to Brown Act without a quorum. A serial violation occurs when a majority of members discuss a topic outside of a public meeting that relates to business of the legislative body. Agendas should be posted somewhere members of the public have access to it, like a website. Agenda items should include a brief description of what the item is. |  |
| 1. **For Action and/or Consideration –** (15 minutes)
 |  |  |
| 1. Updated DE Plan
 | Local senates due to address it in upcoming meetings. | Motion to take it back to local senates for feedback and table discussion. Moved by: GoldsteinSeconded by: CiddioMotion Passed Unanimously |
| 1. **Standing Items –** (10 Minutes)
 |  |  |
| 1. Staff Development Officer Report, Inger Stark
 | No report. |  |
| 1. Treasurer’s Report, Sam Gillette
 | No report. |  |
| 1. CE Liaison Report, [Currently Vacant]
 | Leslie Blackie: Reported out at PBIM. Work of CE committee working on Perkins, Strong Workforce, and hands on learning.  |  |
| 1. DE Liaison Report, [Currently Vacant]
 | No report. The District Distance Education Coordinator search is ongoing.  |  |
| 1. BOT1 BP4 AP2 Review/ recommendation/updates/proposed revision
 | No report. |  |
| 1. CIPD
 | No report. |  |
| 1. **For Discussion and/or Information –** (30 minutes)
 |  |  |
| * 1. Vice Chancellor
 | No report. |  |
| * 1. Colleges Open Spring 2022? What % of courses face-to-face?
 | Laney Senate sent an email to District administrators seeking clarity about HERF funding expenditures. Awaiting a response.College administrators announced college specific percentages of face-to-face courses to schedule in Spring 2022. Language describing how the percentages should be interpreted varied on each campus, ranging from “required” to “expected” to “suggested.” Some colleges are counting hybrid courses in face-to-face class percentages while others are not.Faculty expressed safety concerns about returning to campus. Some classrooms have yet to receive deep cleaning. Other classrooms have significant HVAC issues that may not be resolved before the first day of classes.Faculty sense a general lack of clarity on return to campus policies and procedures, including how HERF funds are being spent. Administration is primarily using current and past enrollment trends to project face-to-face class offerings in Spring, with a heavy emphasis on supply-based decision making. Data on student demand for face-to-face courses has not been presented. | Motion to author a document with return to campus questions to the VC of Academic Affairs, VC District General Services, and Chancellor. Request a response by end of business 10/1/21. Invite the administrators listed above to DAS on 10/5/21 for open dialogue. Moved by: GastisSeconded by: CiddioMotion Passed Unanimously |
| * 1. Peralta Foundation
 | Faculty can support the Peralta Colleges Foundation by filling out the [employee monthly payroll deduction form](https://peraltafoundation.org/wp-content/uploads/2021/09/Peralta-Employee-Payroll-Deductions-Form.pdf) to raise money for student scholarships and faculty development grants. |  |
| * 1. DAS Treasurer Vacancy
 | The position is vacant. DAS welcomes volunteers to fill the role. |  |
| 1. **New Business/ Announcements**
 |  |  |
| 1. Next Meeting
 | October 5, 2021 |  |
| 1. **Adjournment**
 | 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.