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**District Academic Senate**

**District Academic Senate Meeting MINUTES**

**November 7, 2023 – 2:30PM to 4:30PM**

**Zoom Link:** [**https://cccconfer.zoom.us/j/96574845924**](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)**

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| --- | --- | --- | --- | --- | --- |
| X | Matthew Goldstein, DAS President | X | Leslie Blackie, Laney Senate President, DAS Vice-President | X | Andrew Park, DAS Treasurer, COA Treasurer |
| X | Jennifer Fowler, COA Senate President | X | Matthew Freeman, BCC Senate President |  | Thomas Renbarger, Merritt Senate President |
| X | Carla Pegues, COA Senate Vice-President (via Zoom) | X | Dan Lawson, Merritt Senate Vice- President |  | Nate Failing, Laney Senate Vice- President |
| X | Gabriel Martinez, BCC Senate Vice President (via Zoom) | X | Joseph Bielanski, BCC DAS Representative | X | Chris Weidenbach, Laney DAS Representative, DAS Recording Secretary |
| X | Lowell Bennett, Merritt DAS Representative (via Zoom) | X | Jayne Smithson, COA 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 | Heather Sisneros (via Zoom) | X | Adrienne Oliver (via Zoom) | X | Chelsea Cohen (via Zoom) |
| X | Donald Moore (via Zoom) | X |  | X |  |

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| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **FOLLOW UP ACTION** |
| 1. **Call to order:** **Agenda review –** (5 minutes) | President Goldstein mentioned that Dr. Vasconcellos and Dr. Droker have | Motion to approve the agenda.  Moved by: Joseph B.  Seconded by: Jennifer F.  Motion Passed |
| 1. **Approval of minutes from previous meeting(s) –** (5 minutes) | Pres. Goldstein suggested holding off on approval until our next Nov. 21 meeting. All agreed. | Motion to approve minutes from Oct. 17.  -- On hold until Nov. 21st meeting.  Moved by:  Seconded by:  Motion Passed 9-0 |
| 1. **Public Comment –** (3 minutes) | Dr Vasconcellos announced that we ‘go live’ as a ‘Teaching College’ November 16 – which will enable students across the state streamlined enrollment in our Colleges’ courses in the interest of their completion of programs at Colleges in other districts. |  |
| 1. **For Action and/or Consideration –** (40 minutes) |  |  |
| 1. Budget planning calendar (Goldstein) | Matthew G: Finance has been reluctant to share budget plans because of late changes typically made by the State in late Spring. And Faculty have been frustrated by not having ample time to review budgets even though we are charged with approval.  The current proposal is to get budget drafts to Faculty one month earlier than previously/currently. -- This proposal ‘links’ the timelines of the PBC and PGC.    Joseph B. asked if there will be a review of the structure of having both a PBC and PGC under the direction of the newly hired Chancellor.  - Matthew responded that the new Chancellor prides herself in her planning skills and adherence to participatory governance, so he will bring this review to her attention.  Andrew P. asked if we had a ‘plan B’ in mind, and suggested that we draft a memo to the Chancellor and Board formally requesting this change to the Budget Planning Calendar, thus requiring a response.    Joseph asked about the timeline for moving off of ‘hold harmless’ funding levels. -- Matthew G explained that if we fail to meet SCFF metrics, we will remain at the hold-harmless level, and will lose COLA funding. | Motion for Pres. Goldstein to draft a memo requesting the changes to the calendar, and bring it to our Nov. 21 meeting.  Moved by Matthew G.  Motion Passed by consensus. |
| 1. DE Committee & the Brown Act (Oliver) | Dr. Oliver shared a request by the DE committee that they would like to meet online, “in the modality that they model”.  Matthew G. noticed that the DE committee is not a subcommittee of DAS, but was created by the former DAASSC according to the 2018 PBIM manual. Thus it does not have to follow the Brown Act, and should be free to meet online.  Matthew F. pointed out that ad-hoc committees and advisory committees need not follow the Brown Act.  Jenn F asked how recommendations ‘roll up’ from subcommittees of College faculty senates.  Dan L asked for evidence of a Board meeting’s previous discussion on this topic, and Matt F said he would share a link to that meeting.  Matthew G shared that ASCCC has clarified that ‘tech committees’ are not subject to the Brown Act. | **Motion to declare that the District DE committee is not a ‘standing committee’ of the DAS (so that there’s no future confusion or ‘push-back’.)**  **Moved by: Andrew P**  Amendment proposed by Matt F to declare the DE committee an advisory committee of the DAS.  Dan L. offered an amendment stating simply that the DE committee is not subject to the Brown Act.  **Andrew’s motion seconded by: Matt F (with his amendment accepted by Andrew)**  Motion Passed 11 - 0 |
| c. Faculty input to admin FTEF allocation (Blackie, Weidenbach) | Leslie expressed that our purpose here is to ensure that faculty input is truly considered in FTEF budgeting decisions, and that our input is  Leslie also expressed deep concern that faculty efforts to earn funding from the state (for example, ‘80/20 funding’) were not being respected.  Matthew G shared that his own questions to District bedgeting team have not been adequately responded to as yet. **He will follow up with them.**  Donald Moore commented that the VC of Finance indicated within his ppt presentation a criticism that Laney College was not operating efficiently enough. Donald urged DAS to  Matthew G reported that Dr. Birjami and VC Jones admitted that they misunderstood what DAS was asking for and that Dr. Droker told him she did not understand that DAS expected formal replies to its questions and other input. He clarified that we did in fact expect a response.  Matthew F also reported that he clearly expressed the need for Administrative responses  Chris W made a motion (see right-hand column)  Matthew F suggested that this request (Chris’ motion) could be presented in a resolution that grounds the request in our waitlist data, survey data, and other ‘whereas’  Leslie suggests a deadline of Tuesday, Nov. 14 for additional survey input.  Andrew suggests that waitlist data for Fall 2023 shows that Peralta has ‘turned away a high number of students.’  Matthew said he would need the resolution by Noon on Friday Nov. 17th.  Lowell mentioned that the faculty senate at Merritt passed a similar resolution a few years ago, and was successful in getting additional FTEF from their College administrators.  Chris will draft the resolution. And he will send an email to College Faculty Senate Presidents, asking them to once more reach out to dept. chairs asking them to please review and respond to the survey for Spring ‘24. | Matthew G will follow up with DAC budgeting personnel to request clearer access to budgeting input, and demand responses to questions.  Motion to request at least 7.0 additional FTEF to fund additional classes this coming Spring 24. DAS declare that we will make this formal request, and put out one last call for dept chairs to report through the survey.  Moved by Chris W.  -- Matthew F proposed that this be moved via Resolution to be voted on at Nov. 21 meeting. |
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| 1. **Standing Items –** (15 Minutes) |  |  |
| 1. Staff Development Officer Report, Chelsea Cohen and Marla Leech | Chelsea reported that January district flex day will be at Laney College, with a theme of climate justice.  November 15th is the deadline for sabbaticals applications.  Matthew F asked where the ‘floating’ sabbatical currently resides, and Chelsea responded that it is on the rotation for Merritt College faculty for 24-25. |  |
| 1. Treasurer’s Report, Andrew Park | Reminded all attendees to keep all receipts including ‘ground transportation’ receipts. |  |
| 1. CE Liaison Report | Leslie spoke on behalf of Carl Seelbach and Eleni Gastis. A CE resolution requesting enough FTEF allocation for all CE departments to have viability was endorsed by Laney College’s Faculty Senate on Nov. 7th, and would be shared for endorsement consideration at all other Colleges in coming weeks. |  |
| 1. DE Liaison Report, Adrienne Oliver | POCR badged classes will have a symbol added to their online listings in Campus Solutions starting THIS SPRING ’24. |  |
| 1. BOT1 BP4 AP2 Review/ recommendation/updates/proposed revision |  |  |
| 1. CIPD, Heather Sisneros | AB1111 ‘Common Course Numbering’ will wrap up their recommendations in December ‘23. Current plans are to extend the process through 2027 with courses being “renumbered in batches.”  Another bill addresses a ‘pattern’ for UCs to follow re: course numbering.  CIPD is trying to make time for breakout groups to work on these processes this fall. |  |
| 1. **For Discussion and/or Information –** (40 minutes) |  |  |
| * 1. Committees’ use of Board Docs (Blackie) | Leslie expressed that for the sake of having clear, consistent access to meeting agendas, minutes, and supporting documents, all participatory governance committees would do well to utilize BoardDocs. | Dan moves that our DAS start using BoardDocs  -- Matthew G adds amendment “as soon as we are trained & capable.” -- accepted by Dan.  Seconded by Leslie B.  Motion passed 9 - 0 |
| * 1. VC-hiring timeline (Gastis) | Leslie ‘pinch-hit’ for Eleni. Re: VC vacancies, it might invite more quality candidates if the District put VC hiring on pause until the transition to our new permanent Chancellor is underway.  [Joseph asked: What positions’ hiring are currently underway -- and what are the various timelines?]  VC of Finance (ongoing)  VC of General Services (Nov. 17)  VC of Human Resources (ongoing)  Benefits Manager (ongoing)  Dir. Of Purchasing (ongoing)  Eleni has expressed that the timelines are ‘ambitious’ -- |  |
| c. Enrollment Management ad hoc Advisory Committee update (Bennett, Park) |  |  |
| d. Online tutoring software support (Santana) | Dan L. reported that Isela Santana is seeking DAS support for the Learning Center at Merritt College.  Matthew F mentioned that Jenny Lowood would be a good person to contact at BCC as she directs the tutoring resource committee |  |
| 1. **New Business/ Announcements** |  |  |
| 1. Next Meeting | Nov. 21, 2022 |  |
| 1. **Adjournment** | No motion required as the full agenda was considered. Meeting adjourned shortly before 4:30pm. |  |

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.