Present:
Karolyn van Putten (President), Tae-Soon Park (Treasurer), Cleavon Smith (Secretary), Joseph Bielanski (Past President), Jon Drinnon, Ann Elliot, Evelyn Lord, Denise Richardson, Mariella Thaning

Absent: Bob Grill (Vice-president)

Guest(s): Chancellor Jose Ortiz, Vice Chancellor of Finance Ron Gerhard

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<th>AGENDA ITEM</th>
<th>SUMMARY OF DISCUSSION</th>
<th>FOLLOW UP ACTION</th>
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<td>I. CALL TO ORDER</td>
<td>3:05</td>
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<td>II. APPROVAL OF 5 May 2012 MEETING MINUTES</td>
<td>Richardson moved to approve minutes. Seconded by Elliot. 7 approved. 1 abstained. Note that Cleavon Smith replaces Mariella Thaning as DAS Secretary.</td>
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<td>III. STANDING ITEMS</td>
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<td>- Treasurer’s Report</td>
<td>Treasurer’s Report: Park shared the details of the reduced budget. Drinnon remarked that “in order to maintain our quality” we can’t operate under a reduced budget and maintain our currency and State Senate work. Gerhard “hypothesized” that the DAS budget was cut according to the Chancellor’s Office’s cuts (15% of discretionary budgets). Park pointed out that the DAS cuts were over 40% rather than 15%. Additional note was the DAS is no longer under the cost center of the Chancellor’s office; now it is in the cost center of Ed Services.</td>
<td>President and Treasurer to meet with Vice Chancellor of Finance to make the case that DAS budget should be back at previous year’s level of over $30k.</td>
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<td>- Accreditation (Reports and Updates)</td>
<td>BOT Policies and AP Review/Recommendation: AP 4231 – The discussion centered around whether four years for challenging grades was too long. Drinnon moved to make the time limit two years. Richardson seconded the motion. Motioned approved unanimously.</td>
<td>Van Putten to speak on AP4260 at CIPD and the District Education Committee.</td>
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<td>- BOT Policies (BP) and AP Review/Recommendation</td>
<td>AP 4260 – Drinnon moved for approval of Agenda Item 4c2. Van Putten seconded. Motion passed unanimously.</td>
<td>Local Senate presidents to take back status update of AP 4400 for local vote on the procedures that state that these classes are only college-approved and no longer being forwarded for approval at the district level.</td>
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<td>- Student Learning and Service Area Outcomes Assessment</td>
<td>AP 4400 – Policy was edited for clarity on what was meant by “community service.” These courses would be approved locally after CIPD decided that these classes shouldn’t come before CIPD with the college curriculum chair forwarding the approval to Sheryl Queen.</td>
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<td>- Peralta Student Success Task Force (PSSTF) Update</td>
<td>PSSTF Update – Smith shared that PSSTF was looking for the District Ed Committee to</td>
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verify the membership of the group. The group will be meeting in the District Board Room from 3:30-5:00 on the first Thursday of the month.

| IV. BOT & DISTRICT ADMINISTRATIVE CENTER (DAC) | Chancellor’s Greeting: Chancellor Ortiz led with “I like to think of myself as first student-oriented and then faculty-oriented.” He named accreditation as his top agenda item in particular Recommendation 5. He pointed out that Recommendation 5 should be one of the items “Requiring Senate attention for AY2012-13.” He announced in response to Recommendation 5 he would be meeting with the college presidents, accreditation liaison officers, and Joseph Bielanski on 6 September. He shared how technology in the district was better ten years ago than it is now. He went on to add “We’ve invested millions and millions of dollars, and really don’t have much to show for it.” And “PeopleSoft is not my favorite program.” He concluded by sharing how he “really wants us to become a new Peralta...I think it’s time we took the responsibility to do things right and do the right things...” |
| FON (Faculty Obligation Number), BAM (Budget Allocation Model) and PCCD faculty hiring for 2012-13/2013-14 | FON: Gerhard shared how with the permission of the Board of Governors and the State Chancellor’s office Peralta and other districts have been given allowance to maintain the percentages of full-time to part-time faculty held prior to financial crisis. When the State’s budget situation is more stable, the Board of Governors is no longer going to allow for the frozen percentage according to Gerhard. |
| District Security Surveillance Project Recommendations | Faculty hires for 2012-13, 2013-14 Gerhard continued that part of the longer term planning with FON comes the model for faculty hires going forward. He emphasized a realization that the bond measure funds will eventually run out, so there needs to be a process for institutionalizing the funding from the bond measures. Gerhard’s also noted that the faculty hires would come out of general unrestricted funds and the parcel tax would back fill the loss to part-time funding. Park asked about the “rumor” that one college reports the full load of an instructor splitting time with another campus, but Gerhard clarified that this was once the case but not anymore. If an instructor splits time at multiple colleges, it’s reported according to the rate of the split rather than according to the “home” campus of the instructor. Van Putten asked whose data is being used for the “institutional memory” of the unfilled positions to which Gerhard answered, “It’s a collaboration.” |
| Student Financial Aid Changes Update | Budget Allocation Model Gerhard announced the “Budget Workshop” to be held from 2-4 on 17 September 2012. |
| V. SB1456 (Student Success Acto) | Noted that SB 1456 passed through the legislature and now awaiting the governor’s |
of 2012) update (Bielanski, Drinnon) | signature. Drinnon added that the PSSTF should be working to make recommendations on the local implementation of the potential legislative mandate.

| VI. Considering DAS recommendation regarding use of Turnitin.com district-wide | General consensus that any decision to use turnitin.com was a local one and that DAS does not have a policy or position on the platform. | Van Putten to respond to the inquiry personally.

| VII. Considering “Late Registration – May it Rest in Peace” (Community College Journal article) – Implications for Peralta? | Time was running short, so Elliot suggested that DAS needed to return to this at the next meeting.

| VIII. REQUIRING SENATE ATTENTION OF AY2012-13 | Program Discontinuance (AP 4021): Reviewed how Laney has re-written a draft of a policy and its Senate will vote on the policy at its next meeting. Van Putten reiterated how every college is supposed to have a policy within six months for program discontinuance. The process for this policy is that the senate will approve of any such policy and inform other shared governance bodies on the campus. Noted that the two vital words in the Laney policy were “revitalization” and “discontinuance.”

| VIII. REQUIRING SENATE ATTENTION OF AY2012-13 | ▶ Maintaining curriculum integrity while downsizing course offerings
▶ Establishing ongoing communication/information sharing with discipline dialogues
▶ College program discontinuance procedures
▶ Support for using/developing Open Education Resources (OER)

| IX. NEW BUSINESS/ANNOUNCEMENTS | The meeting adjourned at 5:05 p.m.

| X. ADJOURNMENT | The meeting adjourned at 5:05 p.m.

Abbreviations:
▶ DAS – District Academic Senate
▶ PCCD – Peralta Community College District
▶ BOT – Board of Trustees
▶ DAC – District Administrative Center
▶ AP – Administrative Procedure
▶ BP – Board Policy

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.** OR
2. 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.