Present: Karolyn van Putten (President), Cleavon Smith (Vice-President), Trulie Thompson (Recording Secretary), Joseph Bielanski (Past President), Lisa Cook, Evelyn Lord, Myron Jordon, Katherine Kocel, William Andrews

Absent: Tae-Soon Park, Jon Drinnon, Eric Gerlach

Guest(s): AVC Calvin Madlock, Aisha Williams (ERP Project Manager), Mark Wilson

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>SUMMARY OF DISCUSSION</th>
<th>FOLLOW UP ACTION</th>
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<tbody>
<tr>
<td>I. CALL TO ORDER</td>
<td>Meeting called to order at 2:10pm.</td>
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<td>II. APPROVAL OF MEETING MINUTES</td>
<td>Minutes approved unanimously.</td>
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<td>III. STANDING ITEMS:</td>
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<tr>
<td>☑ Treasurer's Report</td>
<td>Treasurer's Report</td>
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<tr>
<td>☑ Accreditation (Reports and Updates): Student Achievement Data from VCES</td>
<td>- Submit paperwork for Accreditation institute/Academic Academy by Dec. 10</td>
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<tr>
<td>☑ DAS President Report to the BOT: None since last DAS meeting</td>
<td>Learning, Service Area &amp; Administrative Outcomes Assessment- SLOAC Docs</td>
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<tr>
<td>☑ Learning, Service Area &amp; Administrative Outcomes Assessment - SLOAC Docs</td>
<td>- Summary of SLOAC needs support was not distributed, if anyone wishes to see it, K. van Putten will provide via email.</td>
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<tr>
<td>☑ Interactive Learning Environments [Smart Classrooms] Status District-wide</td>
<td>- Suggestion was made to have Assessment Coordinators make presentation to DAS and campus senates.</td>
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<tr>
<td>☑ Peralta Triple SP (3SP) Update: PEAC Input (Esquivel-Swinson, Thompson)</td>
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<td>☑ BOT1 Policies (BP4) and AP2 Review/Recommendation/Updates/Proposed revisions</td>
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<td>BP 7120 Recruitment and Hiring</td>
<td>AP 7121 Faculty Hiring (rev)</td>
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<td></td>
<td></td>
<td>Review AP 7121 at next DAS meeting.</td>
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<td>- AP tabled for further review.</td>
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<td>- Question was raised whether campuses had a written faculty prioritization process.</td>
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| - Suggestion was made to use Flex Days as opportunities to inform faculty of the role of the Senate.  
  o Invite State AS representatives to come and give overview.  
  o Use DAS goals as a way to structure presentation as well as provide examples of what the DAS has accomplished. |

E. Lord to send out Laney’s faculty prioritization process.

C. Smith to submit proposal for future Flex Day activity.

### IV. BOT Watch and DAC updates

- **District Technology Committee (DTC)- IT presentation to DEC**
- **District Facilities Committee (DFC) – Prop 39 Update Presentation to PBC**
- **District Education Committee (DEC) AY 2013-14 Goals, DAS Recommendations Memo**
- **Planning and Budgeting Council (PBC) AY 2013-14 Goals**
- **PeopleSoft/Oracle IT Projects (Williams, in absentia see PowerPoint provided)**

### DTC- IT presentation

- AVC Madlock presented planned template and supplementary documents at DEC meeting  
  o AVC Madlock shared a comment that was made during his presentation to DEC that better communication of Student Success and Support Program progress to the faculty should occur.

### DFC- Prop 39 Update

- Decisions need to be made regarding Prop 39 ($658,000) funding allotment based on FTES.  
- Proposed projects were covered in presentation but no decisions were made.  
- Suggestion was made to inquire whether District’s plan for Prop 39 differs from DFC’s recommendations, plans, and priorities.

### PeopleSoft/Oracle IT Projects (A. Williams)

- ECM design meetings began today.  
- Implementation for January 2014  
  o If a student completes FAFSA, then in January they should see in student center a link with follow-up instructions.
V. For Discussion and/or Information:
- DAS Goals Google Doc: https://docs.google.com/document/d/1HJ6xYc9EedGW8TrU8LjFoeCL2YjAZZJScf51AlzYrXk/edit?usp=sharing (Smith)
- Online Certification for Online Instruction (Smith, Cook)
- Faculty evaluations, self-evaluations, teaching portfolios
- Student Support (Re)Defined (RPG Report) and Student Success (relevant to SSSP – Triple SP) – What else can we do? (DAS president suggestions.)
  - Suggestions for Action: Faculty, including counselors
  - Follow up Discussion Item: DIRECTED and FOCUSED
  - Providing discipline-specific guidance and advising as part of class structures

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<th>DAS Goals: Promote Student Support (Re)defined faculty initiative(s)</th>
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<tr>
<td>- Discussion on operationalizing goal.</td>
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<td>- Commit to and advocate for the use of the possible ways to advance student support.</td>
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<td>o RP paper’s “10 Ways Faculty can support student success”.</td>
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<td>- Suggestion was made to make visible the work people are already doing to promote student success.</td>
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<tr>
<td>o Create website showcasing work.</td>
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<td>o Invite faculty to make presentations at various meetings.</td>
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<td>o Utilize DAS President’s 2nd BOT report.</td>
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<tr>
<td>- Need to go beyond just a presentation at Flex Day; integrate information in day to day operations.</td>
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<td>- Suggestion was made to take the 6 factors for student success and assign them to a month for a themed approach.</td>
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<td>- Book on student engagement was recommended.</td>
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VI. FOR CONSIDERATION
- Expanding faculty reports opportunities at Board meetings
- Accreditation matters: Curriculum Review Strategies, Processes, Outcomes

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<th>VII. Revisit and finalize Senate Goals for AY2013-14 (proposed):</th>
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<tr>
<td>- Promote Student Support (Re)Defined and Student Success faculty initiative(s) (DAS Task Force?)</td>
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<th>Endorse and support curriculum review and approval processes</th>
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<tr>
<td>- Update on Meta Curricunet</td>
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<td>o VC Orkin is investigating whether Meta</td>
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<td>Develop a strategy for reducing the cost of textbooks</td>
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<tr>
<td>Create framework for supporting the use and development of Open Education Resources (OER)</td>
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<td>Endorse and support curriculum review and approval processes</td>
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<td>Advocate for increasing the number of full time faculty</td>
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<tr>
<td>Make recommendations for establishing ongoing communication/information sharing with discipline dialogues</td>
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VIII. NEW BUSINESS/ANNOUNCEMENTS

Ecology Festival (M. Wilson)
- Announcement was made regarding Peralta’s Community on Sustainability Planning spring 2014 Ecology Festival
- Festival will utilize integrated learning model from Evergreen College.
- Possible presentation by students at future DAS meeting

IX. ADJOURNMENT

Meeting adjourned at 4:00pm

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.
District Academic Senate Meeting Agenda  
Tuesday, December 3, 2013, 2:00 – 4:00 PM  
District Administration Center (DAC) Board Room

1. Call to Order: Agenda Review
2. Approval of Minutes from previous meeting(s)

3. Standing Items:
   a. Treasurer’s Report
   b. Accreditation (Reports and Updates)
   c. DAS President Report to the BOT – NONE SINCE LAST DAS MEETING
   d. Learning, Service Area & Administrative Outcomes Assessment – SLOACS Docs
   e. Interactive Learning Environments [Smart Classrooms] Status District-wide
   f. Peralta Triple SP (3SP) Update – PEAC Input (Esquivel-Swinson, Thompson)
   g. BOT Policies (BP) and AP Review/Recommendation/Updates/Proposed revisions

   | BP 7120 Recruitment and Hiring | AP 7121 Faculty Hiring (rev) |

4. BOT Watch and DAC updates (e.g., policies, procedures, processes):
   a. District Technology Committee (DTC) – IT Presentation to DEC
   b. District Facilities Committee (DFC) – Prop 39 Update Presentation to PBC
   c. District Education Committee (DEC) AY 2013-14 Goals, DAS Recommendations Memo
   d. Planning and Budgeting Council (PBC) AY 2013-14 Goals
   e. PeopleSoft/Oracle IT Projects (Williams, in absentia, see PowerPoint provided)

5. For Discussion and/or Information:
   a. DAS Goals Google Doc: https://docs.google.com/document/d/1HJ6xYc9EedGW8TrU8LjFoeCL2YjAZZJScf51ALzYrXk/edit?usp=sharing (Smith)
   b. Online Certification for Online Instruction (Smith, Cook)
   c. Faculty evaluations, self-evaluations, teaching portfolios
   d. Student Support (Re)Defined (RPG Report) and Student Success (relevant to SSSP – Triple SP) – What else can we do? (DAS president suggestions.)
      i. Suggestions for Action: Faculty, including counselors
      ii. Follow up Discussion Item: DIRECTED and FOCUSED
         1. Providing discipline-specific guidance and advising as part of class structures

6. For Consideration:
   a. Expanding faculty reports opportunities at Board meetings
   b. Accreditation matters: Curriculum Review Strategies, Processes, Outcomes

7. Revisit and finalize Senate Goals for AY2013-14 (proposed, see Google Doc linked above):
   a. Promote Student Support (Re)Defined and Student Success faculty initiative(s) (DAS Task Force?)
   b. Develop a strategy for reducing the cost of textbooks
   c. Create framework for supporting the use and development of Open Education Resources (OER)
   d. Endorse and support curriculum review and approval processes
   e. Advocate for increasing the number of full time faculty
f. Make recommendations for establishing ongoing communication/information sharing with discipline dialogues