



**PERALTA COMMUNITY COLLEGE DISTRICT
District Academic Senate
Tuesday, November 18, 2014
PCCD Administrative Center Board Room**



Present: Karolyn van Putten (President), Cleavon Smith (Vice President), Tae-Soon Park (Treasurer), Rochelle Olive (Secretary), Lisa Cook (Laney), Audrey Trotter (Merritt), Marta Zielke (Merritt), Kelly Pernel (BCC)

Absent: Joseph Bielanski (Past President), Ed Jaramillo (COA), William Andrews (COA)

Guest(s): Vice Chancellor Mike Orkin, Associate Vice Chancellor Linda Sanford, Associate Vice Chancellor Calvin Madlock

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
I. CALL TO ORDER	Meeting called to order at 2:45.	
II. APPROVAL OF MEETING MINUTES		
III. STANDING ITEMS: <ul style="list-style-type: none"> ❖ Treasurer’s Report ❖ Accreditation (Reports and Updates) ❖ DAS President’s Reports to the BOT ❖ Learning, Service Area & Administrative Outcomes Assessment ❖ Instructional Technology and Interactive Learning Environments District-wide ❖ Peralta Triple SP (3SP) Update and Status at the colleges ❖ BOT¹ Policies (BP⁴) and AP² Review/Recommendation/Updates/Proposed revisions <ul style="list-style-type: none"> ○ AP 7121 revision status 	Accreditation (Reports and Updates) At 18 November 2014 BOT Meeting, the college presidents will be giving a ten-minute executive summary presentation. Deadline for the final draft of our Institutional Self-Evaluation (ISE) to go into the Board Packet is 26 November for the Board to approve on 9 December so that the ISEs can be forwarded to the accrediting commission on 9 January.	
IV. BOT & DISTRICT ADMINISTRATIVE CENTER (DAC) <ul style="list-style-type: none"> ❖ PBIM Governance: District Technology Committee (DTC), District Facilities Committee (DFC), District Education Committee (DEC), Planning and Budgeting Council (PBC) ❖ PeopleSoft/Oracle and other IT Projects (AVC Madlock) ❖ CurricUNET Meta Inquiries Memorandum 	PeopleSoft/Oracle and other IT Projects (AVC Madlock) Emergency Alert System: there is a delay in getting the RFP out Oracle did a demo on the Time and Labor and the absence management module in PeopleSoft. This will allow the district to track time and labor that will allow the district to be in compliance for grants. Web-based email RFP has been completed and is now at purchasing. Demos for class scheduling for VC of Ed Svcs team of schedulers.	DAS president will make a point of information for the Board to strike the sentence in the BOT 18 November 2014 agenda suggesting that the DAS has approved “It (CurricUNET Meta) was approved by the Academic Senate.”

<p>Response (VC Orkin)</p> <ul style="list-style-type: none"> ❖ Economic/Workforce Development and Adult Education Initiatives (Interim Director Engel) 	<p>CCCApply – Dec 15 Academic Advising Model – Dec 31</p> <p>CurricUNET Meta Inquiries Memorandum Response (VC Orkin) AVC Sanford requested that the Program Review Team be a part of the implementation team responsible for the CurricUNET Meta transition.</p> <p>The Team will meet every two weeks and are not going to proceed with upgrading Program Review for CurricUNET Meta because next year is a Program Review Year and CurricUNET Meta Program Review module will not be implemented by then.</p> <p>Economic/Workforce Development and Adult Education Initiatives (Interim Director Engel) Motion to recommend to the District Education Committee: College administration needs to plan to use the Career Pathways Trust monies to plan for faculty release time versus stipends in spring 15 to work on regional consortium curricular work. Motioned passed unanimously</p>	
<p>V. FOR DISCUSSION AND/OR INFORMATION:</p> <ul style="list-style-type: none"> ❖ District Allocation of non-general fund dollars: Proposed Resolution Status ❖ Faculty Participation in Adult Education Regional Planning (Cook, Smith) ❖ Dean of Student Success and Equity Job Description Update ❖ Student Equity Plans: Faculty Participation/Review ❖ PASS proposals/status and Faculty Participation/Review of same ❖ CIPD and Curriculum Approval Process (Park) ❖ Strengthening Student Success Conference Reports (Bielanski, Cook) ❖ FERPA (Family Education Rights and Privacy Act) PowerPoint Distribution and 		

Training for Faculty		
VI. NEW BUSINESS/ANNOUNCEMENTS ❖ Election of a new DAS Recording Secretary		
VII. ADJOURNMENT		

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**, 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.