Present: Cleavon Smith (President), Rochelle Olive (Treasurer), Donald Moore (Laney), Joseph Bielanski (Past-President), Fred Bourgoin (Laney), Kelly Pernell (BCC), Mary Ciddio (Secretary, Merritt),) Meryl Siegel Laney; Jeff Sanceri, (COA); Gary Hasbrouck, (COA)

Absent: Charles Washington (COA); Jamar Mears (COA),
Guest(s): Jason Cole, Vice Chancellor of IT; Annette Dambrosio, Accreditation; Tamika Brown,

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
1. **Call to Order: Agenda Review (5 minutes)**	2:38	Add updates at the District
2. **Approval of Minutes from previous meeting(s) April 4**	Approved with deletion of absence of Annette Dambrosio and correction of Meryl Siegal's spelling	Approved by all with corrections.
3. *Standing Items*: (45 Min.) a. Treasurer's Report b. College Senate Presidents' Reports to/from 10+1 Meetings with the Chancellor c. Accreditation Update d. Action Tracking	 Annette Dambrosio – ACCJC conference attendance report. CHEA – questions on future of accreditations. Commissioners were there and communicated. PCCD representatives were there. They were open to comments and presentations despite being positive or negative. Panel descriptions included statements that stirred up the conference. PFT participated also. APU required to be provided. Donald questions the value of such reports being done on an annual basis. We have 3 year program review. Questions on changes needed to be recommended to all for discussion. District CTE meeting attended by Cleavon – question on Min Quals for CTE instructors who do not need Master's Degrees. They will provide that. Can State License can involve half of	

	the requirement? Min Quals set at the state level and reviewed every year to update needed skills. Looking at Equivalencies requires local review. Input is being requested. Future PASS funding – overview Thursday by Citizens Oversight Committee Use of Prop 38 funds – need to be used as directed. Enrollment Management – been discussing all along Early Alert - OER/Zero cost Degree. Provide recommendations for this Reassign Job Descriptions - email sent Saturday by Cleavon. Jennifer Shanoski requested it and it was provided. Just total of Reassign positions per campus. Review process of selection. Late Adds and the rest of the action tracking were noted. Participants encouraged to follow up on assigned areas.	
e. Academic Affairs Coordination Report	Tamika Brown: discussed issues of Incompletes. Set up to have a default grade assigned if no further work was done and have a contract uploaded when grades are turned in. Question regarding getting student signature to confirm approval. Tamika Brown and Jason Cole: Early alert and Starfish Degree Audit to be implemented Help to improve scheduling Degree Planner for student use. Program could be provided for $24,000 per college. 4 major components. Integration with PeopleSoft. Mobile friendly; interface with SARS and with Canvas	Cleavon to work on revision of the policy related to incompletes for discussion next meeting.
f. Distance Education Report	Jason Cole, VC IT; roll out plan, expectations and budget to be discussed at next meeting. Phillip King is CO-Chair. No faculty participation noted as a concern. DE District committee needed in addition to having other policy needs addressed to	

	coordinate the whole district and colleges efforts. Identify if there is a need for local campus further participation to clarify policies and procedures.	
g. PFT Report h. DAS President's Reports to the BOT i. Staff Development Officer Report j. Learning, Service Area & Administrative Outcomes Assessment k. Instructional Technology and Interactive Learning Environments District-wide l. Strategic Integration Updates m. BOT[1] Policies (BP[4]) and AP[2] Review/Recommendation/Updates/Proposed revisions		

4. *BOT Watch and DAC[3] updates (e.g., policies, procedures, processes):*
 	
    a. PBIM Governance: District Technology Committee (DTC), District Facilities Committee (DFC), District Education Committee (DEC), Planning and Budgeting Council (PBC)
        i. PBIM Evaluation and Restructure (PIBM Survey) (10 Min.)
	PBIM survey – have district reps complete	

5. *For Discussion and/or Information:* a. Faculty Reassignment Audit Review and Next Steps (10 min)	Review of audit. Job descriptions for re-assign time – should involve senate. Some have no job description but just reassignment. Epaf's	

	have to be done. Reassignment time not consistent.	
b. DAS Flex Day Recommendations (20 Min.) c. Institutional Effective Partnership Initiative/Partnership Resource Team Report (15 Min.)	Recommendations: Canvas presentation! Bring your ideas to to next meeting. Cleavon went to senate session. Campus asks for support and can get a grant. District report said $120K to be used for Enrollment Management. Let's request detailed account of expenditures for the $120K. Concern re need for funding for reassign time for faculty. Take the resolution reasserting the Purview of the Academic Senate back to campus and review it. Cleavon will present it to the board for confirmation. Seeking input. (Send out in email) Consider a retreat.	
6. For Action and/or Consideration: a. Adopt Enrollment Management Philosophy Statement (10 Min.)		
7. New Business/Announcements:	Christine Williams, new Interim VC Finance	
8. Adjournment	4:38	
9. Awaiting Attention:		

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.