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;

Absent: Charles Washington (COA); Jamar Mears (COA), Mario Rivas (Vice-President); Jennifer Shanoski, DAS, Rep. (Merritt); Joseph Bielanski, BCC;

Guest(s): Miriam Zamora-Kantor, Cynthia Mahabir, PFT; Jason Cole, Vice Chancellor of IT; Debra Jones, WorkForce; Catherine Nichols, BCC; Heather Dodge, BCC

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
1. **Call to Order: Agenda Review (5 minutes)**	2:43 p.m.	
2. **Approval of Minutes from previous meeting(s)** *3* March 2017 and 21 March 2017	All approved	Motion by Kelly, Second by Rochelle Olive

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
    e. Academic Affairs Coordination Report
    f. Distance Education Report
	Rochelle Olive, discussion on funding. Non Credit Workshop currently full. Leadership institute to learn State perspective on how to run Senates.
	
	Staying up to date.
	
	Jason Cole: Discussion on meeting and outline of rolls. **Fall**: Use Canvas to support Face to face classes. Has initial roll out include that aspect.
	
	Train the Trainers – do funds earmarked match what is needed. Have approaches be similar across the district.
	
	Questions on sharing of forms to be completed for categorical programs.
	
	Meryl Siegel: lack of tech skills for our students to be
		Kelly and Donald will draft memo to Senate Presidents and Curriculum Chair, VPI to clarify process

	successful.
g. PFT Report	
h. DAS President's Reports to the BOT	
i. Staff Development Officer Report	
j. Learning, Service Area & Administrative Outcomes Assessment	Debra Jones, Workforce Development and continuing Ed offering meetings on Friday also
k. Instructional Technology and Interactive Learning Environments District-wide	Note Senate position to be inclusive of non-credit instructors to be considered equally by all.
l. Strategic Integration Updates	Discussion on non-credit courses. Can be bridges or final goal.
m. BOT[1] Policies (BP[4]) and AP[2] Review/Recommendation/Updates/Proposed revisions	
	Cynthia Mahabir – discussion of PFT meeting issues re accreditation process.
	Miriam Zamora-Kantor: Flex days 8/17, Friday 8/18 at colleges; October 26 mid semester College flex day; Recommendations for workshops by May 1, 2017.
4. **BOT Watch and DAC[3] updates (e.g., policies, procedures, processes):**	Discussion on email
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.)	

5. For Discussion and/or Information:		
a. Open Educational Resources (OER) Recommendation (5 min.)	Heather Dodge, BCC: Grants received on how to disseminate info on OER for classes. New grant coming out re textbook free majors. Discussion on release time to pursue OER. Libraries integrally involved. How to get reassigned time. Do one step at a time one person working with one department or one person working with multiple departments. Accessibility issues. Committees working on these issues at Merritt, Laney and BCC. Coordinate with those teaching same courses at other colleges.	
b. Laney College Academic Senate Resolution on Academic Freedom and Freedom of Information (5 min.)	Issue regarding Academic Freedom and Freedom of Information. Someone sued, chancellor contacted. Academic Freedom vs Freedom of Speech – not the same. Discussion on Academic Integrity needed.	
c. Senate president sign-off on Department Chairs Reassignments (5 min.)		
	Senate presidents do have sign off on Dept. Chair reassignments. Differences in level of responsibility per department and whether they are in growth.	Recommend that Union address how reassignment time is handled.
d. Resolution Reasserting the Role of the Academic Senate in Shared Governance (5 min.)	Take these back to your senate. Board Policy 2510; Academic Procedure 2511. Email with relevant documents.	
6. For Action and/or Consideration:		
a. Adopt Enrollment Management Philosophy Statement (10 Min.)	Mario Rivas not here to discuss.	
b. DAS Memo to the Office of Information Technology (5 min.)	Block Scheduling. Integrating the SEP's into the planning process. Student Ed Plans were to be accessible after Oracle update so the info could be used to either pop up for student so they know what to take or what they are supposed to be taking. IT is looking into this. So what do we have and what can it do for us? Karen Crowley could be a resource. Look at wait lists and have them be unlimited so we can meet the needs of the	
c. DAS Memo to the Chancellor for an		

audit of Faculty Re-assignments (5 min.)	students. Look at capstone courses and their availability. Jennifer has the information on what is current happening.	

7. **New Business/Announcements:**
   a. **DAS Flex Day Recommendations (10 min.)**
 	
   b. **Non-credit Registration Processes Review (5 min.)**
	Need to get recommendations to Miriam Zamora-Kantor by May 1, 2017. AP 4105; Canvas, Meta Curricunet. Further discussion to go.	

8. **Adjournment**		
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.