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); Catherine Nichols, (BCC).

Absent: **Charles Washington (COA); Jamar Mears (COA), Jennifer Shanoski, (Merritt)**
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)**	2:35	
2. **Approval of Minutes from previous meeting(s) April 18, 2017**	Two corrections – made	Moved by Donald, Seconded by Mary. All in Favor
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	 District Teams are going to the colleges to further discuss areas below. Submit ideas for improvement to Annette Dambrosio at the District. Enrollment Management, IT, Accreditation, PBIM Review.	

f. Distance Education Report	Distance Education: Inger Stark, Administrative Procedures come from the District. Someone at the colleges should look over the courses and the Shell to be used on line to be sure they meet the standards. Discussion on how course shells will be approved. OEI – Rubric – use this to approve and/or update class material based on results of the evaluation. Discussion on need for timeline for the roll out. Budget and specifics to come to the Senate.	
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	Meetings have occurred over past semester to discuss this issue and meetings are continuing.	

Recommendations (10 Min.)		
5. *For Discussion and/or Information:* a. DAS Flex Day Recommendations (10 Min) b. Institutional Effective Partnership Initiative/Partnership Resource Team Report (15 Min.) c. Strategic Enrollment Management Survey Review (5 min) d. STEM Growth Sector Update (10 Min.)	Send recommendations to Miriam for Flex Day Rochelle Olive has ideas which she will send online. Scott Hoshida requested a meeting regarding faculty evaluations for counseling staff. $120K received for (Enrollment Management) and we have not heard where the funds are so we can allocate how to utilize them to fund some of our recommendations/resolutions. What are the results of the survey? Did they get the information they needed? Was the survey helpful in addressing the issues raised? Only 3 questions on the survey. Somewhat unintelligible.	Forward ideas to Miriam Zamora-Kantor.
6. *For Action and/or Consideration:* a. Hobson Starfish Endorsement (15 Min.)	Conference Web presentation on Starfish by Kelly Kilby on program to help foster student success, one student at a time. PILOT programs and now phase II colleges. Built upon Early Alert concepts. Broad based program. Instructor and student can use starfish board to comment Create a holistic picture of every student Instructor can set up profile with info on office hours, background etc. Set up flags for review of students. Hover over student to see	

	photo, can raise flag for student right there. One can write specific reasons in personal note to the student.
	Hit submit – progress survey gets sent. Once student gets the flag and does what they were to do, the counselor will get back to the instructor.
	Students can make appointments via their dashboard or they can choose how to connect to follow up on recommendations.
	Access to grades, progress surveys
	There is an attendance feature and a grade feature. Can set up
	to do's for the student. Graduation, updating plans, etc.
	
	Degree Planner – student can do it and counselor can do it. System announcements on Degree Planner. Will build program for student based on criteria identified. Pulling courses historically offered at our college at times offered and allows one to see what courses are filled up.
	
	Schedule classes automatically.
	Pulls in courses from transcripts entered.
	There will be a shopping cart available for registration.
	
	Ohlone College uses Canvas and Starfish.
	Questions
	  Gradebook will pull from Canvas
	  Progress Surveys – noted it is easy to do. 10-20 minutes to do.
	
	Retain SARS license for one year to transition on to Starfish. Need Early Alert coordinator and 15-20 people on the transition team – 9 to 12 months of work.
	
	Endorse Starfish:
	  Discussion
	    • questions on timeline, budget, personnel to do it on time. Initial launch will be focused on a cohort of high school students.
	    • Will we do it simultaneously with Canvas transition; Starfish will be a complete program – getting all parts of it.
	    • Can progress forms for athletes and EOPS be
		Moved by Rochelle Olive, Seconded by Mary, All in Favor with one Abstention (Gary Hasbrouck).

b. Laney Resolution for Part Time Office Hours.	integrated into Starfish. Equity Plan Funding requires Senate check off and is different from Equity Funds for Part Time Office Hours	Bring it to your campus Academic Senate and discuss and offer resolutions.
7. New Business/Announcements:		
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.