

**PBIM Minutes**  
**District Academic Affairs and Student Services Committee (DAASSC)**  
*Friday April 20, 2018 11:30am-1:30pm*  
**District Board Room**  
*(Co-Chairs: Dr. Siri Brown & Dr. Mario Rivas)*

*Committee Membership:*

	<b>Name</b>	<b>Role</b>		<b>Name</b>	<b>Role</b>
X	Siri Brown	Chair, VC of Academic Affairs	X	Iolani Sodhy-Gereben	Classified Rep
X	Debra Jones	AVC Workforce Development	X	Roberto Gonzalez	Classified Rep
X	Mario Rivas	Faculty Co-Chair		Aisha Jordan	Student Government Rep
X	Vicky Ferguson	VP Student Services, Laney	X	Cleavon Smith	DAS Rep
X	Kuni Hay	VP Instruction, BCC		Mary Shaughnessy	PFT Rep
X	Jeff Lamb	VP Instruction, Merritt			
X	Christine Hernandez	VP Student Services, Merritt	X	Fred Bourgoin	Laney Faculty Rep
X	Jason Cifra	VP Student Services, BCC	X	Joseph Bielanski	BCC Faculty Rep
X	Rochelle Olive	COA Academic Senate		Eleni Gastis	Laney Faculty Senate
	Kelly Pernel	BCC Academic Senate		Natalie Alderman	1021 Rep
X	Donald Moore	Academic Senate, Laney	X	Laura Leon-Maurice	Note-taker

**I. STANDING ITEMS**

**A. CALL TO ORDER**

Quorum reached. 11:40 meeting called to order.

**B. ADOPTION OF THE AGENDA**

Adopt agenda. Moved by CSmith. Seconded by ISodhy-Gereben.

**C. APPROVAL OF MINUTES**

In Dropbox and emailed. Motion to approve minutes by CSmith. Seconded JCifra. Passed.

**D. PUBLIC COMMENT**

**E. SUB COMMITTEE REPORT**

Distance Education: Inger Stark

There are two remaining meetings. Working on projects to relate to initiatives in the plan. Sent out draft yesterday. Designing courses. No one else is using an equity rubric. Would love feedback. Continuing to work on reviewing student services online, full assessment. Planning for summer and fall. Provide support and structure for Canvas use. DE coordinator budget for next year. Small line item budget, expected to be reduced for next year. Resources outline for what is really needed in DE. Suggesting Line item at each college for DE.

No Career Education report.

**G. CHANCELLOR'S REPORT**

**II. CARRIED OVER AND NEW ITEMS**

Topic:

<i>PBIM Survey</i>	Please complete online, hard copies distributed.
Integrated Plan Merritt	<p>VPSS Christine Hernandez            Power Point in Dropbox. Focused on reviewing previous plans and data. 73,000 students, average age is 29 years old. 34% male. 86% students part-time.</p> <ul style="list-style-type: none"> <li>• Early alert, Starfish implementation. Fall pilot.</li> <li>• Embedded tutors for all basic skills courses.</li> </ul> <p>More in pp. online Merritt college.edu            Define part-time: 11 units and below. Swirl students, could be part-time at home campus.            Inreach for students who were below 12 units.</p>

<p>Integrated Plan Laney</p>	<p>VPSS Vicki Ferguson Power Point in Dropbox. Coordinated effort in support of each other. 6 Goals Multiple Measurers, embed tutors, integrated counseling, support resources to students, counselors for learning communities, HBCU caravan fall 2017, facilitate for the Latinx cultural centers, research analyst.</p> <ul style="list-style-type: none"> <li>• Technology</li> <li>• One peralta</li> <li>• Starfish</li> <li>• Guided pathways</li> <li>• Ab705</li> <li>• Assessment/Multiple Measures</li> </ul>
<p>DAASSC Proposal to support College IPs</p>	<ul style="list-style-type: none"> <li>• Each presentation is clear embedded tutors, basic skills, learning communities. How we can expanded those efforts. ROC restoring our communities? The goal of this committee is to reduce the achievement gap.</li> <li>• Make clear the urgency of IR to be able to do deeper dive. What are some of the practices that can be transferred? What professional development that we need to create on the campuses. What is the persistence of the population that we are affecting? IR clarifying those.</li> <li>• All of the researchers should have data. Aggregating that raw data. Ccsse survey. Look at results of that data.</li> </ul> <p><b>Motion:</b> All colleges have an instructional researcher. DMoore: <b>Motion-</b> To come back to this body in fall assessing current status of research and district and colleges. What recommendations as a way to get information to these are the things we need to do? Make the recommendation how the district can go forwarded. CSmith seconded. <i>Passed.</i> CSmith-<b>Motion:</b> The district support the 4 colleges’ student survey engagement. Community College survey of student engagement. SBrown- Friendly amendment, integrate the Ccsse surveys. <i>Passed.</i></p>
<p>Distance Ed Plan (action)</p>	<p>Inger Stark DAASSC said, “If DAS approves the plan we will approve it.” Kevin Kelly consultant. DMoore- <b>Motion:</b> Move to approve the plan. Seconded. JLamb. <i>Passed.</i> Forward it on to PBC. Not a specific proposal to move to PBC. Requires the development of a resource request.</p>
<p>Our Goal: What is the focus?</p>	<p>Assess this year how DAASSC has worked.</p> <ul style="list-style-type: none"> <li>• Do a better job lining up legislative and regulatory proposal. Ab705 passed over a year ago and we have been scrambling to get it done. How can we as a district support it?</li> <li>• Funding formula at the heart of what we are doing.</li> <li>• Being aware in conjunction with a legislative calendar.</li> <li>• How do we move forward with the requirements? Action planning when polices come down.</li> <li>• Clarify the importance and agenize. Strategies, timeline for implementation.</li> <li>• Professional development. We are identifying professional development needs. Resources behind them. Making recommendations for professional development to impact.</li> <li>• We have marginalized classified staff, they are engaging directly with students. We are not supporting our classified staff.</li> </ul> <p><b>Motion:</b> We need to support classified staff. <i>Passed.</i> <b>Motion:</b> Monitor compliance and auditing results across the campuses to make decisions about the need to develop more consistency across campus efforts following audits. (Policies and procedures. OCR, financial aid, budget, accreditation) <i>Passed.</i> Motion to eliminate #3.</p>

	Passed.	
<i>Closing Comments</i>		

**III. Adjournment** (*1:30pm*) 1:25.

**IV. Next Meeting** (*Friday May 11<sup>th</sup> 11:30am-1:30pm*)

Guests:

KCroley, SKessler