



Peralta Community College District
District Academic Affairs and Student Services Committee
11 March 2019, 2:00 pm to 4:00 pm
PCCD Board Room

Vice Chancellor Jason Cifra & Merritt A.S. President Mario Rivas
Co-Chairs

DAASSC Membership

Jason Cifra, Vice Chancellor, Student Affairs	Mario Rivas, President, Merritt Academic Senate
Don Miller, VPI, COA	Debra Jones, Assoc. VC Workforce Develop. & Continuing Ed
Eleni Gastis, Faculty, Laney	Donald Moore, President, District Academic Senate
Fred Bourgoin, President, Laney Faculty Senate	Inger Stark, Faculty, Distance Ed. Coordinator
Iolani Sodhy-Gereben, Academic Support Services Specialist, Laney	Joseph Bielanski, Faculty, BCC
Kelly Pernell, President, BCC Academic Senate	Kuni Hay, VPI, BCC
Mary Clarke-Miller, Faculty, BCC	Mary Shaughnessy, Faculty, COA
Richard Thoele, President, SEIU 1021	Rochelle Olive, President, COA Academic Senate
Siri Brown, Vice Chancellor, Academic Affairs	Tina Vasconcellos, VPSS, COA
Vicki Ferguson, VPSS, Laney	Brandon Christian, Note taker
Karen Croley, Project Manager, BCC	

Quorum is half of all committee members + 1

In attendance: Jason Cifra, Debra Jones, Iolani Sodhy-Gereben, Kuni Hay, Tina Vasconcellos, Eleni Gastis, Mario Rivas, Joseph Bielanski, Mary Shaughnessy, Fred Bourgoin, Inger Stark, Donald Moore

Absent: Don Miller, Kelly Pernell, Mary Clarke-Miller, Richard Thoele, Rochelle Olive, Siri Brown, Vicki Ferguson, Karen Croley

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome
I. Standing Items			
Call to Order			At 2:09 p.m. the committee determined they would not meet quorum.
Adoption of the Agenda			Tabled to next meeting due to not having quorum..
Approval of Minutes for November 9			Tabeled to next meeting due to not having quorum.

Public Comment			No public comment provided.
Reports from Sub Committee (2 minutes each)			<p>Workforce Committee Jones presented the following updates:</p> <ul style="list-style-type: none"> • Committee met with EBMUD to discuss developing potential pathways for PCCD students • A partnership with Salesforce is being developed. Salesforce would like to employ PCCD students, and will develop the curriculum and certificate for the potential pathway <p>DE Committee Stark presented the following updates:</p> <ul style="list-style-type: none"> • Committee will be voting on April 8 to finalize and approve DE recommendations for teacher preparations who will teach DE • Committee collaborated with Stark to complete DE program review • Committee will develop budget priorities for the next FY at their next meeting and will make recommendations on how the budget should be spent next year • DE Student Success Plan is available online • Committee will re-evaluate assessment of centralized DE services (self-assessment of what they do and don't provide online)
II. Carried Over and New Items			
Introduction/ Welcome	<i>Discussion</i>		<p>Cifra gave an overview of the agenda. 4/12 meeting is re-scheduled to 4/8 from 3 p.m. – 4:30 p.m.</p> <p>There will be a District-wide Counselor Training on Thursday, 5/9. Action: Send Cifra your campuses Math and English sequence.</p>
Accreditation Update	<i>Discussion</i>		<p>Cifra presented:</p> <ul style="list-style-type: none"> • The 5-Year Integrated Financial Plan is due to ACCJC on 5/1 • The Board of Trustees will review the plan prior to submittal on 4/9 and 4/23 • EM/SS workgroup, the District and Colleges are updating their SEM Plan to align with the student success funding formula

*re: = regarding

*FY=Fiscal Year

*EM/SS= Enrollment Management and Student Services

			<ul style="list-style-type: none"> ○ Cifra is hopeful that DAASSC will accept the charge of annually reviewing and recommending items related to the District & Colleges SEM plans ● Finance workgroup made the following recommendations to PBC: <ul style="list-style-type: none"> ○ Keep reserve balance at a minimum of 10% each year ○ Put \$4.5 million vacancy savings back into plan (vacancies will go back to colleges and district to review and re-submit and identify new position cuts) ○ \$6.9 million reduction for the 2019-20 FY ○ No more reductions until 2023-24 with a reduction of \$5.5 million
Student Success Infrastructure	<i>Discussion/Feedback</i>		Handout provided. Cifra gave an overview of the document. Cifra developed this document with faculty member Dr. May Chen.
Non-Credit Plan Presentation	<i>Discussion/Feedback</i>		<p>Handout provided. Cifra asked for feedback. Rivas noted that Merritt's Academic Senate reviewed the Non-Credit plan and recommended the following:</p> <ul style="list-style-type: none"> ● Each College should have a Non-Credit Plan ● The DE committee add non-credit liasons to their membership <p>The committee discussed if a subcommittee or workgroup should review the Non Credit Plan and it's charge would be to implement the plan.</p> <p>Action: Rivas asked each college to review the Non-Credit Plan and then provide recommendations on if there should be a subcommittee or a workgroup related to this plan.</p>
Guided Pathways	<i>Discussion</i>		Guided Pathways support staff met on 1/17 Flex Day and discussed the efforts that have gone on at each campus. A subgroup of Guided Pathways related individuals met on 2/20, and this group will meet again on 3/13. Through these meetings, a sense of curiosity has developed re: how the collaboration will happen across campuses (i.e.: tech, data, curriculum, scheduling, addressing swirl).

*re: = regarding

*FY=Fiscal Year

*EM/SS= Enrollment Management and Student Services

			<p>These meetings have been coordinated by Shaughnessy and Scott Hoshida, and they are looking for coordination support from the District. If not from the District, then seeing if it can be added to Scott Hoshida’s assignment.</p> <ul style="list-style-type: none"> • Shaughnessy will follow up with Scott Hoshida <p>The committee discussed combining Guided Pathways funding from the colleges to support hiring a researcher specifically for Guided Pathways.</p> <p>Action: Rivas will work with Cifra to get a group together to discuss having a cross-college conversation on the coordination of Guided Pathways.</p> <p>Re: swirl, the following was shared:</p> <ul style="list-style-type: none"> • Gastis shared that Laney is requesting their administration consider creating an “Evening Hub” – one area”) one area of the campus cornered off with Instruction and Student Services and security, food services, etc. to allow students to pick up a class in evening (based on scheduling feedback from students). Hopeful this will be implemented Fall 2019 <ul style="list-style-type: none"> ○ Also creating pathway maps and group class offerings • Shaughnessy shared that COA has begun creating program maps and they are also working on developing criteria to test those maps (i.e can “xyz” major be completed during the day; during the night; etc.) • Hay mentioned DAASSC previously asked VPIs to have a conversation about swirl and the data surrounding it, and they plan to begin this conversation with Academic Senate President’s after the 3/21 Flex Day. They will report any status updates to DAS. <ul style="list-style-type: none"> ○ Hay also mentioned that PCCD needs to focus on having a collaborative tone re: course offerings.
Announcements			None provided.
III. Adjournment			Meeting adjourned at 3:46 p.m.
IV. Next meeting			Monday, April 8, 2019 from 3 p.m. – 4:30 p.m.

BC

*re: = regarding

*FY=Fiscal Year

*EM/SS= Enrollment Management and Student Services