



Peralta Community College District
District Academic Affairs and Student Services Committee
8 April 2019, 3:00 pm to 4:30 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, Richard Theole, Tina Vasconcellos, Eleni Gastis, Mario Rivas, Joseph Bielanski, Rochelle Olive, Donald Moore, Inger Stark, Siri Brown

Absent: Iolani Sodhy-Gereben, Kuni Hay, Don Miller, Vicki Ferguson, Mary Shaughnessy

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome
I. Standing Items			
Call to Order			Meeting called to order at 3:20 p.m.
Adoption of the Agenda			Agenda reviewed. Moore motions to adopt agenda/Bielanski seconds. Agenda approved.

Approval of Minutes for March 11			Minutes reviewed. Stark motions to approve minutes. Jones seconds. Minutes approved.
Public Comment			No public comment.
Reports from Sub Committee (2 minutes each)			<p>DE Committee</p> <ul style="list-style-type: none"> • Stark submitted a DE Program Review (with a 1.4 million request) • The committee is completing an assessment of online student services and support in PCCD – report will be available later in April • The committee is going to make recommendations about priorities and spending for DE next year; this too will be forwarded to DAASSC • The committee is near to formalizing recommendations on Instructor Preparation for teaching DE; that will come to DAASSC later in April <p>Committee discussed the structure of the DE Committee (under DAASSC, or DAS, or as representative of the college DE Committees).</p> <p>Workforce Development</p> <ul style="list-style-type: none"> • Friday, April 12, will be the last day of the KP Launch program. Currently, there are 26 interns. • Salesforce has approached Adult Ed to start a program, similar to KP Launch, in which interns will receive a certificate at the end of an eight (8) week program. A group of faculty and administrators have been included in this conversation with Salesforce • The Facebook program at Merritt is going really well, and they are looking at creating a program District-wide
II. Carried Over and New Items			
Update on Five Year Fiscal Plan	<i>Discussion</i>		<p>Brown presented: The final first draft and tentative final draft has been submitted to the Board of Trustees for review. They will conduct a study session on April 9 and April 23. The study sessions are open to the public.</p> <ul style="list-style-type: none"> • The workgroups have received several comments from several constituent groups, and Stefanie Ulrey (faculty) preformed a review specifically for grammar and sentence structure

			<ul style="list-style-type: none"> • An executive summary was added to the plan with hyperlinks to key documents and targets from different colleges • Hopeful that the Board will approve on April 23 so the document can be sent to ACCJC on April 25 (deadline to submit is May 1) • There have been several benefits that have resulted due to having to develop this plan, including four (4) detailed enrollment management plans <ul style="list-style-type: none"> ○ The plan has built in check points so each necessary party can continuously evaluate their status
Subcommittee for Non Credit	<i>Action</i>		<p>Brown presented: In Spring 2019, Academic Affairs presented DAASSC with a formal proposal to create a sub-committee for non-credit, and DAASSC requested a plan for that sub-committee.</p> <p>Brown shared:</p> <ul style="list-style-type: none"> • A year ago, we formed a non-credit working group (membership: faculty, classified, administrators). They have been an amazing group, and they compiled a noncredit working group plan and forwarded it to DAS and DAASSC. A formal request for a subcommittee is being made with the completion of this plan. <p>Bourgoin motioned: “To create a subcommittee within DAASSC for noncredit with recommendations for a timeline and stronger language”.</p> <p>Bielanski seconds.</p> <p>The committee discussed how the colleges do not have noncredit committees, and they are cautious about developing a district noncredit committee without having one at the colleges.</p> <ul style="list-style-type: none"> • Brown responded saying the plan addresses this issue. They want the colleges to have an appointed individual and they would like something inserted related to structure (e.g. faculty appointed to committee on campus, and then that faculty

			<p>appoints people). Brown offered to make the language clearer/direct and insert a timeline.</p> <p>Yea: 5 Nay: 0 Abstain: 3</p> <p>Motion approved.</p> <p>A request was made to review DAASSC membership at an upcoming meeting.</p>
May and Fall Agenda	<i>Discussion</i>		Add to May 10 agenda.
Announcements	<i>Information</i>		CBT will visit DAASSC at the May 10 meeting.
III. Adjournment			Meeting adjourned at 4:30 p.m.
IV. Next meeting			Friday, May 10 from 9 am – 11 am

*re: = regarding

*FY=Fiscal Year

*EM/SS= Enrollment Management and Student Services

BC