



Peralta Community College District
District Academic Affairs and Student Services Committee
10 May 2019, 9:30 am to 11:30 am
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 Bourgoïn, 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, Siri Brown, Iolani Sodhy-Gereben, Don Miller, Tina Vasconcellos, Fred Bourgoïn, Mario Rivas, Joseph Bielanski, Inger Stark

Absent: Richard Thoele, Kuni Hay, Vicki Ferguson, Rochelle Olive, Mary Shaughnessy

Guests: David Johnson, Donald Moore, Dan Rosenberg, Dona Boatright, Siri Brown, Nicki Harrington, Steve Crow, John Spevak

Agenda Item	Committee Goal	Outcome	Action Items
I. Standing Items			
Call to Order		Called to order at 9:31 a.m.	
Adoption of the Agenda		Amendments to the agenda: <ul style="list-style-type: none"> • Add AB 705 – <i>information</i> 	

		<ul style="list-style-type: none"> • Add Update on equity plans – <i>information</i> <p>Moore moves to adopt amended agenda, Bielanski seconds.</p> <p>Agenda approved unanimously.</p>	
Approval of Minutes for <i>April 8</i>		<ul style="list-style-type: none"> • Add an “Action Items” column to the minutes and dates when provided <p>Moore moves to adopt minutes/Jones seconds.</p> <p>Minutes approved.</p>	
Public Comment		No public comment.	
Reports from Sub Committee (2 minutes each)		<p>Workforce Development</p> <ul style="list-style-type: none"> • Developing partnership with Salesforce • Jones is now responsible for Distance Education, Dual Enrollment, and Non-Credit <p>DE Committee</p> <ul style="list-style-type: none"> • Last meeting of the semester will be Monday, May13 • Committee will be assessing their productivity this year • Committee is preparing an annual report that will be forwarded to the DAASSC chairs who will then forward to the committee members and <ul style="list-style-type: none"> ○ Results will be shared at PBIM Retreat in the Fall <p>Brown and Cifra acknowledged Stark’s exceptional faculty leadership as DE Coordinator during the transition from Moodle to Canvas; and</p>	<p>a. Rivas requested a delineation of functions under AVC Jones new areas</p> <p>i. Brown said this will be provided in the Fall along with a new Academic Affairs structure</p>

		<p>the statewide attention received for the equity rubric.</p> <p>The committee discussed the search for the new DE Coordinator, and Bourgoin requested to be informed about this hiring process as the Laney Faculty Senate President.</p>	<p>b. Brown will keep Bourgoin informed of the hiring process for the DE Coordinator</p>
II. Carried Over and New Items			
DE Committee Resolution	<i>Action</i>	<p>Handout provided. Stark presented:</p> <ul style="list-style-type: none"> • Resolution was developed through careful consideration and data analysis • Budget estimates are based on: increasing faculty load; hiring administrator(s); the size of programs at each college; and an amount that would allow each college to grow in areas they would like to • Funding for the District is to grow the infrastructure • Stark is requesting DAASSC to acknowledge it and forward it to PBC <p>Moore motioned: “DAASSC supports the resolution and recommends to PBC to adopt the financial elements of the resolution.”</p> <p>Bielanski seconds. 8 approved/0 noes/0 abstentions. Motion approved.</p>	<p>a. Chairs will forward DE Committee Resolution to PBC Chairs for 5/20/19 agenda</p>
DE Committee Recommended Teacher Preparation	<i>Information</i>	<p>Handout provided. Stark presented:</p> <ul style="list-style-type: none"> • DE would like to make a policy change to AP 4105 	<p>a. DAASSC will follow up on this item in the Fall</p>

		<ul style="list-style-type: none"> Logistics still need to be worked out (e.g. how will colleges and administrators verify DE instructors meet the recommended preparation guidelines) DE would like to work with DAS to amend AP 4105 in the Fall 	
Guided Pathways	<i>Discussion</i>	<p>Handout from Shaughnessy provided. Rivas presented:</p> <ul style="list-style-type: none"> A brief history of communication across the colleges on Guided Pathways (GP) <ul style="list-style-type: none"> Spring Flex Day – all GP leads met and discussed what is happening on their campus Scott Hoshida, of Professional Development, facilitated a GP leads meeting as well GP Leads are requesting data analysis; coaching and training; assisting student onboarding experience; and collaboration across the colleges. <p>Cifra stated these are specific requests from the colleges to ensure successful GP implementation.</p> <ul style="list-style-type: none"> Boatright suggested to add the concept of block scheduling into this handout Moore requested the IR department to lead a swirl research group and reach out to swirl students <p>Moore motioned: “Motion to move forward recommendations in the Fall and make it a goal to follow through on these recommendations.”</p>	<ol style="list-style-type: none"> Request the GP group to incorporate the concept of block scheduling in the document DAASSC will make it a goal to follow through on these recommendations in Fall 2019 Request IR to lead a swirl research group <ol style="list-style-type: none"> Can occur when the AVC of Research is hired Guided Pathways and AB 705 will be standing agenda items in the 2019-20 AY

		<p>Bourgoin seconds. Unanimously approved.</p> <p>Bielanski shared that this document aligns with strategic planning, and we no longer do strategic planning for the District that lists goals, objectives and outcomes and then evaluate it. In the past, committees were trained by MIG to develop strategic plans.</p> <p>Bielanski motioned: “DAASSC recommends that we return to strategic planning in the method we were trained in by MIG.” 8 yeas/0 noes/0 abstentions.</p>	
Agenda for AY 2019-20	<i>Information</i>	<p>Agenda Items for Fall 2019</p> <ol style="list-style-type: none"> 1. SCFF/5-Year Integrated Financial Plan Updates 2. AB 705 3. Guided Pathways <p>Review and Assess DAASSC Goals Handout provided. Rivas led the group in an evaluation exercise.</p>	<ol style="list-style-type: none"> a. Email Peralta Community in Fall 2019 with a list of “Top 10 Reads” that link new plans/timelines b. Rivas will analyze data and provide results prior to the PBIM Retreat
Collaborative Brain Trust (CBT)	<i>Information</i>	<p>Harrington presented the following information on behalf of CBT:</p> <ul style="list-style-type: none"> • Group is pleased to hear the conversations surrounding swirl, focusing on onboarding, box scheduling, and communication of outgoing items. • CBT Phase I report will be available in June 	

		<ul style="list-style-type: none"> Phase II will begin in the Fall and CBT will be examining college organizational structures. 	
III. Adjournment		Meeting adjourned at 11:23 a.m.	
IV. Next meeting		Fall 2019	

* GP = Guided Pathways

*AY= Academic Year

BC