**Berkeley City College Academic Senate Meeting *Minutes***

**Kelly Pernell***President*

**Sam Gillette***Vice President*

**Catherine Nichols***Secretary*

### *Senators*\_\_\_\_\_\_\_\_\_\_\_\_

**(Vacant)***Arts and Humanities*

**(Vacant)***Business/CIS*

**Gabriel Martinez***Counseling*

**Linda King***English, ESL, Education*

**Jenny Yap***Library*

**Patrick Zulkowski***Mathematics*

**Jenny Gough***Modern Languages & ASL*

**Mary Clarke-Miller***MMART*

**Gurnam Singh***Part Time*

**Neeta Sharma***Sciences*

**(Vacant)***Social Sciences*

**Wednesday, September 20, 2017, 12:30-1:20pm, Rm 315**

1. **Call to Order**
2. Approval of Minutes from Previous Meetings

 ***Approved 9/6/17 – Jenny Y. motioned Gabriel M. second-approved unanimously “as corrected”.***  ***Approved 5/17/17- Sam G. motioned Jenny G. second-approved unanimously.***

1. **Action Items**
	1. Ongoing Faculty Acknowledgement and Recognition

***Catherine N. On behalf of Maricela B: Janine Greer is the next Opus recipient because she does awesome work especially with our DSPS population. Her work with students is very much appreciated.***

* 1. Senate Election Update
	2. Technology Committee Membership

***Please send department chairs email asking if they have a representative for the Technology Committee: forward responses to Madame President.***

* 1. Process for Faculty of the Year Award

***Ongoing***

1. **Standing Items**
	1. District Senate Report
	2. BCC Committee Reports
		1. Schedule and Template for Reporting
	3. Senate By-Laws Update
2. **For Discussion and/or Information**
	1. Shared Governance Manual Update
		1. Review of Committee Structure
	2. Office 365 Outlook – Features for Communication
3. **New Business/Announcements**
	1. BCC starts hiring process for the VPI position.
4. **Adjournment**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Notes:**

The BCC Academic Senate meets each month on the first and third Wednesdays, 12:30 – 1:20pm.

**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.