



Chairs Council

Date/Time: December 10, 2021; 1:30-3:30

Location: Rm 451 & Zoom: <https://cccconfer.zoom.us/j/96257284032>

Co-Chairs: Chair of Chairs - Tim Rose; VPI - Kuni Hay

Mission: Berkeley City College’s mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives. The College achieves its mission through instruction, student support and learning resources, which enable its enrolled students to earn associate degrees and certificates and to attain college competency, careers, transfer, and skills for lifelong success.

Vision: Berkeley City College is a premier, diverse, student-centered learning community, dedicated to academic excellence, collaboration, innovation and transformation.

Charge: Keeping in mind BCC’s mission, vision, values, and learning outcomes the Department Chairs Council will serve as the leadership advisory group for matters related to:

- schedule and program development
- enrollment management
- faculty hiring
- administration of the instructional units including facilities, technology, assessment, and curriculum
- policies, practices, procedures and processes as they pertain to department affairs

Agenda: DRAFT

Time	Agenda Topics	Facilitators	Action items
1:30 - 1:35	Welcome – Check-in	Tim	
1:35-1:40	<u>Informational</u> : changing modalities	Kuni, Lisa	
1:40-1:45	<u>Informational</u> : Tutor recruitment	Jenny L.	
1:45-1:55	<u>Recommendation</u> : immediate updates for department websites regarding return to campus/COVID? (What are the urgent messages chairs would like to include in the website now?)	Tim, Kuni	
1:55-2:05	<u>Recommendation</u> : promote in-person sections/return to campus; campaign for students: “miss being back in the classroom?”	Tim, Dylan	
2:05-2:15	<u>Recommendation</u> : schedule note for 8-week sections.	Tim, Dylan	
2:15-2:16	<u>Reminder</u> : POCR survey submission	Tim	
2:16-2:30	<u>Informational</u> : HyFlex presentation	Cora, Kuni	
2:30-3:30	<u>Discussion/Q&A</u> : New-hire prioritization	Tim	