



**Chairs Council**

**Date/Time: 8-27-21/1:30-3:30**

**Location: 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 and Check-in	Tim	
1.35-1.45	SAS: clarification of <a href="#">exam proctoring policy</a>	Tim-Brenda-Dolores	Follow up meeting – 8/30
1.45-2.00	Chairs Council goals for 2021-2022?	Tim	Push item 2 to
2.00-2.10	Faculty Prioritization	Tim/Kuni/Lisa/Chris	9/10
2.10-2.25	Spring 2022 schedule development	Kuni/Lisa/Chris	Workshop/develop prioritization 9/10
2.25-2.35	Enrollment update and management	Kuni	
2.35-2.45	Tutoring Program updates	Jenny	
2.45-2.55	Assessment questions?	Adán	
2.55-3.05	Accreditation Follow-up and Teach-out plan	Kuni	
3.05-3.10	Comprehensive Program Review & Resource Allocation	Kuni	
3.10-3.15	EW update for fall 2021	Tim	
3.15-3.20	<a href="#">Excused withdrawal form at A&amp;R</a>	Tim/Kuni	
	Final exam schedule		