

**Chairs Council**

**Minutes**

**Date: October 28 2022**

**Location:451 A or** **Zoom**

**Zoom Link:** [**https://us06web.zoom.us/j/95403090667**](https://us06web.zoom.us/j/95403090667)

**Time: 1:30-3:30**

**Chair: Claudia Abadia**

**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*

Members of Chairs Council

|  |  |
| --- | --- |
| \_X\_American Sign Language - Jenny Gough  \_\_Arts, Humanities, Cultural Studies - Carolyn Martin  \_X\_Arts, Humanities, Cultural Studies – Ari Krupnik  \_\_CIS/Business/Econ: Paramsothy Thananjeyan  \_\_Counseling – Emmie Mitsuno Hernandez  \_X\_Counseling – Catherine Nichols  \_X\_English - Adán Olmedo  \_X\_English - Jenny Lowood  \_X\_ESOL - Gabriel Winer  \_X\_ESOL – Sepi Hosseini | \_X\_Library - Heather Dodge  \_X\_Math – Claudia Abadia  \_X\_Modern Languages - Fabian Banga  \_\_MMART – Justin Hoffman  \_X\_MMART – Dru Kim  \_X\_Science/Bio/Chemistry - Pieter de Haan  \_X\_Science/Bio/Chemistry - Sam Gillette  \_X\_Social Sciences - Tim Rose  Also in attendance:  Nancy Cayton, Lisa Cook, Chris Lewis, Kuni Hay Phoumy Sayavong, Joseph Bielanski, Stacey Shears, Matt Freeman |

**Agenda:**

|  |  |  |  |
| --- | --- | --- | --- |
| Time | Agenda Topics | Facilitators | Minutes/Notes |
| 1:30-1:40 | Welcome – Check In  Approval: Agenda and Minutes from 10/14/22 | Claudia | Ari motioned to approve the agenda  Pieter second the motion  Agenda approved 14 Yes  Jenny motioned to approve minutes  Heather second the motion  Minutes approved 13 Yes, 1 abstention |
| 1:40-2:00 | APU | Kuni, Phoumy, Lisa and Chris | Kuni presented APU updates: AP document is in revision and will be coming out soon. The document needs to be aligned with the engaged activities (IPC, Roundtable, Admissions, Student Services, etc) with our campus community.  Phoumy presented APU updates: APU deadline is 11/30/22. Refer to last year’s Program Review when completing the APU. The APU is guided by the State Chancellors Vison for Success and SCFF. Training will be available, some dashboards need to be updated.  Kuni noted that use the lens that curriculum based GP-How we help students go through pathways in a successful way. |
| 2:00-2:10 | Faculty Prioritization Task Group |  | First meeting today following the Chairs Council meeting. Members: Claudia Abadia, Tim Rose, Adan Olmedo, Jenny Lowood, Catherine Nichols |
| 2:10-2:20 | Workgroup for 23-24 Chair reassign time | Kuni | Claudia will email department chairs for volunteers. What reassign time currently exists? We do not know the allocation. PFT contract language is another factor. |
| 2:20-2:35 | IGETC/ CSU GE Submission | Joseph Bielanski | Announced that if the department chairs have courses to submit for UC & CSU the deadline to get them to Joseph is November 16th. |
| 2:35-2:45 | Brown Act Update | Matt Freeman | Matt presented Brown Act information regarding a department chair only meeting once a month.  Three options:   * Community of Practice: What is it for this committee * The department chairs can have a PFT monthly meeting * Advisory Committee-establish lead chair or board |
| 2:45-3:00 | Guided Pathways | Melina and Linda | The GP work is focused on student support communities. What are the barriers students’ experience? Focus Groups will start the week of November 14th. APU’s focus on curriculum with GP. |
| 3:00-3:10 | Announcements | Kuni and Claudia | Monday the IEPI will be visiting BCC, BCC has been awarded the AANAPISI grant 2.5 million dollars over a 2 ½ year period. ACCJC we will are waiting for a decision: we hope that we will come off warning and be reaffirmed in January 2023. |
| 3:30 | Adjournment | Claudia |  |

Meeting adjourned:

Minutes taken by: