

**Chairs Council**

**Date: November 3, 2023**

**Location:** **TLC (room 341)**

**Zoom Link:** [**https://peralta-edu.zoom.us/j/84997782187**](https://peralta-edu.zoom.us/j/84997782187)

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

**Chair: Ari Krupnick**

**Minutes of Meeting – November 3, 2023**

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| \_ x \_American Sign Language - Jenny Gough  \_x\_Arts and Cultural Studies – Ari Krupnick  \_x\_CIS/Business/Econ: Paramsothy Thananjeyan  \_\_\_Counseling – Luis Chavez  \_x\_English - Adán Olmedo  \_x\_English - Jenny Lowood  \_x\_ESOL – Sepi Hosseini | \_x\_Library – Jenny Yap  \_x\_Math – Claudia Abadia  \_x\_Modern Languages - Fabian Banga  \_\_MMART – Mary Clarke-Miller  \_x\_MMART – George Peterson  \_x\_Science/Bio/Chemistry – Barbara Des Rochers  \_x\_Science/Bio/Chemistry - Sam Gillette  \_x\_Science/Bio/Chemistry – Randy Yang  \_x\_Social Sciences - Tim Rose  Also in attendance: Lilia Chavez, Chris Lewis, Kuni Hay |

**Agenda:**

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| Time | Agenda Topics | Facilitators | Minutes/Notes |
| 1:30 | Call to Order | Ari Krupnick | Tim moved approval of the agenda; Barbara seconded; the motion passed unanimously.  Tim moved approval of the minutes; Barbara seconded; the motion passed unanimously. |
| 1:30-1:35 | Approval: Agenda, and Minutes from 10/27/23 | Ari Krupnick |  |
| 1:35-1:50 | Faculty Prioritization for 24-25   * Adjusting Data Rubric | Ari Krupnick | Ari shared the data rubric in order to bring up the need to adjust question 2; concerns about this question have come up in email discussions between Chris Lewis and several of the department chairs.  Several people have recommended ensuring that the number of full-time faculty members in the department reflects the facts we know about how many full-time people will be in the department in the coming year.  Jenny moved to cut the words “full-time instructor” from #1; Tim seconded. The motion passed unanimously.- 10 yes, 0 no  Barbara des Rochers moved to change the language in question #2 to “ for the current academic year” instead of including the semesters. Jenny Lowood second. The motion passed unanimously.  HR has indicated that they want us to be completed with our prioritization process by December. They will post and recruit for positions in January. The first interviews will be in March and the second in April, with Board approval scheduled for May. |
| 1:50-2:00 | CalGETC | Kuni Hay | Kuni shared her appreciation for the chairs working with the deans in relation to their schedules and how they relate to academic pathways. She encourages chairs to use the APU process to identify courses that should be removed from the curriculum. |
| 2:00-2:20 | Spring 24 Schedule | Chris Lewis/Lilia Celhay | Lilia shared that she and Chris have been working hard with the chairs to work within their allocations. She thanked the department chairs for their work in scheduling. |
| 2:20-2:30 | APUs | Kuni Hay/Chris Lewis/Lilia Celhay | This is a reminder to complete the APUs by November 30. Any chairs who need additional support relating to data should contact Phoumy. |
| 2:30 | Announcements  Next Meeting: 11/17/23 |  | Jenny Yap mentioned to chairs that part-timers in the library are not accruing sick leave. She suggested that chairs check with their part-timers about whether they’re receiving sick leave hours properly. |
| 2:35 | Meeting Adjourned |  |  |

Meeting adjourned: 3:04

Minutes taken by: Jenny Lowood