

**Chairs’ Council Meeting Minutes**

**Date: April 12, 2024**

**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**

**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**

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| \_x\_American Sign Language - Jenny Gough  \_x\_Arts and Cultural Studies – Ari Krupnick  \_x\_CIS/Business/Econ: Paramsothy Thananjeyan  \_x\_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  \_x\_MMART – Mary Clarke-Miller  \_\_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: Dana Calbello |

**Agenda:**

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| Time | Agenda Topics | Facilitators | Minutes/Notes |
| 1:30 | Call to Order | Ari Krupnick |  |
| 1:30-1:35 | Approval: Agenda, and Minutes from 3/22/24 | Ari Krupnick | Fabian moved to approve the agenda; Luis seconded.  12 voted to approve unanimously  Tim moved to approve the agenda; Claudia seconded.  12 voted to approve unanimously |
| 1:35-1:40 | Dept. Chairs and AS election reminder | Ari | Voting for department chairs and academic senators will begin on Monday, 4/15 and close on 4/26. Ari will send out the link to everyone who can vote. |
| 1:40-1:50 | Reminder for Underloaded and Overloaded Faculty for F24 | Kuni Hay/Lilia Celhay/Chris Lewis | We will postpone this item until one or more of these administrators are available. |
| 1:50-2:00 | BCC 50th Anniversary | Jenny Lowood | Jenny asked whether any chairs wanted to request the opportunity to table on 4/23. Department chairs requested that the following departments have space at the tables: CIS/Business/Econ, English, ESOL, Humanities, MMART, Social Sciences (1 table), Science, Counseling, Library. Luis offered to help by provide a list of programs at the college, to be available at the event. |
| 2:00-2:45 | Faculty Prioritization Taskforce Update: [Proposed Changes to Faculty Prioritization Process](https://docs.google.com/document/d/19MBP6fWywmSBKpE1Gbm-Zy2X2epOnJ2bNnGYPSisYtU/edit?usp=sharing) | Ari/Mary Clarke-Miller/Randy Yang/Jenny Yap | Ari asked for feedback on the proposal from the Faculty Prioritization Taskforce (see “Proposed Changes to Faculty Prioritization Process”). There was a great deal of discussion about this proposal, as opposed to prior processes. Recommended changes that will be adopted: (1) Co-chairs should be allowed to participate in the deliberations concerning ranking (though each department gets only one vote), (2) Administrators should be invited to the presentations by departments and may contribute information about departmental needs at that time. |
| 2:45-2:50 | Cancel 5/24/24 meeting? | Ari | Fabian moved to cancel the meeting on 5/24; Claudia seconded the motion. Jenny proposed a friendly amendment to keep the usual time slot on the 17th  in case it’s needed. 12 voted to unanimously approve the motion with the friendly amendment. |
| 2:50-2:55 | Announcements  Next Meeting: 4/26/24 |  | There were no announcements. |
|  | Meeting Adjourned |  |  |

Meeting adjourned: 3:00 p.m.

Minutes taken by: Jenny Lowood