

**Chairs Council**

**Date: August 23, 2024**

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

**Zoom Link: https://peralta-edu.zoom.us/j/88034701152?pwd=7SV7NJLj0cavu0anGOvOTu4tCAH33B.1**

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

**Chair: Laura Ruberto**

**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**

|  |  |
| --- | --- |
| \_\_American Sign Language - Jenny Gough  \_\_Arts and Cultural Studies – Ari Krupnick  \_\_Arts and Cultural Studies – Laura Ruberto  \_\_CIS/Business/Econ – Chris Bernard  \_\_CIS/Business/Econ – Paramsothy Thananjeyan  \_\_Counseling – Sklyer Barton  \_\_Counseling – Luis Chavez  \_\_Counseling – Dri Regalado  \_\_Counseling – Susan Truong  \_\_English - Adán Olmedo  \_\_English - Jenny Lowood  \_\_ESOL – Sepi Hosseini | \_\_Library – Jenny Yap  \_\_Math – Claudia Abadia  \_\_Modern Languages - Fabian Banga  \_\_MMART – Mary Clarke-Miller  \_\_MMART – George Peterson  \_\_Science/Bio/Chemistry – Barbara Des Rochers  \_\_Science/Bio/Chemistry – Becky Gee  \_\_Science/Bio/Chemistry - Sam Gillette  \_\_Science/Bio/Chemistry – Randy Yang  \_\_Social Sciences – Linda McAllister  \_\_Social Sciences – Tim Rose  Also in attendance: |

**Agenda:**

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| Time | Agenda Topics | Facilitators | Minutes/Notes |
| 1:30 | Call to Order | Laura Ruberto |  |
| 1:30-1:35 | Approval: Agenda, and [Minutes from May 10, 2024 meeting](https://peralta4.sharepoint.com/:w:/s/ChairsScheduleDevelopment2/EakgtCWDvv9DlHOUzZz25zYBRIeuPGtVmxfuduT6fkwMVw?e=hgBlBM) | Laura |  |
| 1:35-1:45 | welcome and plan for fall and review of [Meeting Dates for 24-25](https://docs.google.com/document/d/1IKgi23Ya_6HyR3uz8rxdUvCpRzDnMB0Witwg-inJmr4/edit?usp=sharing) | Laura |  |
| 1:45-1:55 | Start of semester check-in | Chris |  |
| 1:55  -2:10 | Program Review process: timeline, course currency, & AB 1111/928 | Chris |  |
| 2:10-2:25 | Spring 2025 schedule production   * AB 607 Information: materials & supplies costs * XB12 issues: low/no cost textbooks | Chris |  |
| 2:25- 2:50 | ACCJC Midterm Report: update | Chris |  |
| 2:50-3:10- | Faculty Prioritization – data shared and [process](https://teams.microsoft.com/v2/) | Laura |  |
| 3:10-3:20 | Embedded tutoring updates | Jenny Lowood |  |
| 3:20-3:30 | Announcements | Laura |  |
|  | Meeting adjourned |  |  |

Meeting adjourned:

Minutes taken by: