



## Academic Senate Minutes

Wednesday, Dec. 2, 2020 - 12:30 pm – 1:20pm

<https://cccconfer.zoom.us/j/98722306495>

*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.*

**Required Membership:** (Attended = marked with “X”, Partial Attendance “P”)

<input checked="" type="checkbox"/> Matthew Freeman, President Academic Senate <input checked="" type="checkbox"/> Sam Gillette, Vice President Academic Senate <input checked="" type="checkbox"/> Kelly Pernel, Secretary Academic Senate <input checked="" type="checkbox"/> Lisa Cralle, Senator Arts and Cultural Studies <input checked="" type="checkbox"/> Pete DuBois, Senator Business/CIS <input checked="" type="checkbox"/> Joseph Bielanski, Senator Counseling <input type="checkbox"/> Jenny Lowood, Senator English, Education <input type="checkbox"/> Mona Williams, Senator ESOL	<input checked="" type="checkbox"/> Linda McAllister, Senator Social Sciences <input checked="" type="checkbox"/> Jenny Yap, Senator Library <input checked="" type="checkbox"/> Mark Rinker, Senator Mathematics <input type="checkbox"/> Fabian Banga, Senator Modern Languages <input checked="" type="checkbox"/> Jenny Gough, American Sign Language (ASL) <input checked="" type="checkbox"/> Mary Clarke-Miller, Senator MMART <input type="checkbox"/> Vacant, Senator Part Time <input checked="" type="checkbox"/> Randy Yang, Senator Sciences
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**Guests:** Cora Leighton (DE Coordinator), Kuni Hay (VPI), Vanessa Phillips (Interpreter), Tim Rose (Chair of Chairs), Chris Bernard (DE Coordinator), Susan Khan (PD Chair), Thomas Kies, Inger Stark (Staff Development Officer), Charlotte Lee (ISER Faculty Liaison)

Agenda Item	Discussion	Follow-up Action	Decisions (Shared Agreement/Resolved or Unresolved?)
<b>Meeting called to order</b>	12:30pm		
<b>1. Approval of Agenda</b>			Moved by: Sam G Seconded by: Joseph B Approved by unanimous vote
<b>2. Approval of Minutes</b>	a. Nov. 18,, 2020 (3 min)		Moved by: Sam G Seconded by: Linda M Approved: approved with 10 votes yes, one abstention
<b>3. Action Items</b>	a. Endorsement of “Difficult Dialogues” Trainings (10 mins)		Supporting document attached to agenda.  Staff Development Officer Inger Stark - proposal for a Spring Professional Development Presentation on District Flex Day. She will talk about what the

			<p>training is and how the intergroup dialogue works. After a 3 - 4 week training session (Friday mornings likely). Training can handle up to 200 people -- interactive, homework, breakout sessions. Will help people develop skills on how to communicate across various groups. District has agreed to pay for training so colleges do not need to absorb the expense of this training.</p> <p><b>MOTION to: Endorse the Intergroup Dialogues Training at Peralta.</b></p> <p><b>Moved by: Fabian B. Seconded by: Kelly P. Approved: with 12 votes</b></p>
<p><b>4. Discussion and/or Information</b></p>	<p>a. Update on ISER &amp; Accreditation (10min) b. PFT MOU on Class Caps (10 mins) c. Update from Guided Pathways (10 mins)</p>		<p><b>a. ISER &amp; Accreditation Update:</b></p> <p>We uploaded the final draft yesterday. Chancellor has asked BOT to give her feedback by December 11th. We plan to submit our ISER to ACCJC on December 18th. There is only one area of concern from Chancellor regarding finance evidence.</p> <p>All Participatory governance leads have received the latest ISER draft. Any future drafts will be resent to these leads.</p> <p>Re Special Report: we will get a special report visit -- two reps will be coming on December 16th and 17th. Matt as Senate President may be asked to meet with them. As soon as we have more specific information, we will share. We can go over the report and come together to anticipate some of the questions that may be asked.</p>

Once the holiday is over, we will start to put together the cliff notes from ISER to assist everyone in how to respond to the March visit.

**c. Update from Guided Pathways Team:**

Information on GP Spring 2021 Transformational Projects. The following projects have been approved by the GP team:

Project One: BCC Alumni Network trying to develop a process to identify our alumni to track their educational outcomes, highlight successes, maintain current contact information.

One of key players will be Andrea Williams in transfer center, John Nguyen in Campus Life, and A&R.

Project Two : Equity Focused Community of Practice

This group will be connected to the Equity Task Force. This group will bring resolutions/proposals to the Senate for approval.

Project Three: Leveraging Canvas for Student Resource Utilization

There is a job description associated with this project that includes a stipend. The job will be announced and open in the coming weeks with the hope of filling it by Spring 2021. Whatever comes out of this work that needs Senate endorsement will definitely come to the Senate for discussion and action. Please see the GP Website at BCC for more information.

**b. PFT MOU on Class Caps**

Class caps have now been set at 32 students for Spring 2021. There are incentives to go above 32 students -- faculty may request an embedded tutor for their courses if they go over 32 students.

What has emerged -- what happens to those 8 students that were removed from the cap of 40 students? With a course that has 5 sections, will we be able to add another section to accommodate the 40 students who will need the course?

Where will the revenue come from to support the embedded tutors and to carry the lowered FTES per class?

What's the process to qualify for an embedded tutor? Do faculty have to agree to raise caps first? Or can we qualify by giving out permission numbers and going over 32 students?

BCC received none of the 400K promised in fall for courses over 35 - other colleges did receive funding - we are still unclear as on how to access the funds.

We need this information as soon as possible. Considering that we're supposed to put in our tutoring requests real soon.

Here's the language: "Any unused funds from the Fall 2020 agreement on Class Caps will be used to provide embedded tutors or course designers for any Spring 2021 course that has an

			<p>enrollment of 33 students or more."</p> <p><b>Motion to extend meeting to 1:25pm. Moved by Sam G., seconded by Joseph B., approved by no objection.</b></p> <p>Kuni Hay recommends reaching out to the District for more accurate information on funding -- Donald Moore President of District Senate, and VC Siri Brown.</p>
<p><b>5. Standing Items</b></p> <ul style="list-style-type: none"> <li>a. Follow Through Task Force</li> <li>b. Accessment Committee Report</li> <li>c. Curriculum Committee Report</li> <li>d. Department Chairs Report</li> <li>e. Professional Development Committee Report</li> <li>f. Integrated Planning Committee Report</li> <li>g. Facilities Committee Report</li> <li>h. Technology Committee Report</li> <li>i. Teaching and Learning Center Report</li> <li>j. Distance Education Report</li> <li>k. Accreditation Report/Update</li> <li>l. District Academic Senate Report</li> <li>m. OPUS Award: Faculty Honors &amp; Acknowledgement</li> </ul>			
<p><b>6. New Business/Announcements</b></p>	<p>a. Facult Volunteers Needed to test new PeopleSoft Update PT Rep for Senate needed. Email Matt Freeman if interested.</p>	<p>a. Faculty Volunteers needed to test new PeopleSoft Update: Email Antoine Mehoulley @ District Office</p>	<p>BCC Holiday Party 12/11 4-5pm</p>

		Email Sam Gillette or Kelly Pernell regarding Senate gifts for BCC Holiday Party.	
<b>Meeting adjourned</b>	1:26pm		
<b>Next Meeting:</b>	Feb. 3, 2020		