



Academic Senate MINUTES

Wednesday, May 5, 2021 - 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 checked="" type="checkbox"/> Jenny Lowood, Senator English, Education (Proxy: Chris Lebo-Planas) <input type="checkbox"/> Osa Kauffman, Senator ESOL	<input type="checkbox"/> Linda McAllister, Senator Social Sciences <input checked="" type="checkbox"/> Jenny Yap, Senator Library <input checked="" type="checkbox"/> Mark Rinker, Senator Mathematics <input checked="" 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: Kuni Hay (VPI), Chris Lebo Planas (English Senate Proxy), Cora Leighton (DE Coordinator), Chris Bernard (DE Coordinator), Heather Dodge (Librarian/Affordable Education Materials Lead), Justin Hoffman (PFT rep), Susan Khan (PD Chair), Tim Rose (Chair of Chairs), Thomas Kies, Phoumy Sayavong (Research)

Agenda Item	Discussion	Follow-up Action	Decisions (Shared Agreement/Resolved or Unresolved?)
Meeting called to order			
1. Approval of Agenda	a. Motion to Approve (2 mins)		Joseph moves, Jenny Y seconds, approved: 12 votes yes
2. Approval of Minutes	a. Motion to Approve Minutes from April 21 (5 mins)		Moved by: Sam G Seconded by: Pete D Approved: 12 votes yes
3. Action Items	a. DAS Constitution Changes (5 mins)		a. DAS Constitution Changes (5 mins) - Has not been updated since 1992. - Plan right now is to make minor updates (syntax stuff), For example, why are these sections bolded and others not? When does the Senate meet? What constitutes quorum? What are the current numbers for Board Policies (There is no BP 2.20 for example)?

			<p>In the Fall, the plan is to form a subgroup of DAS to consider substantive changes.</p> <p>Motion to approve the minor changes to the DAS Constitution Moved by: Joseph B. Seconded by: Kelly P. Approved: 13 yes votes</p>
4. Discussion and/or Information	<p>a. DE Item: CVC consortium, DE infrastructure at the college, and Peer Online Course Review (15 mins)</p> <p>b. Affordable Educational Materials Work (15 min)</p>		<p>a. DE Item: CVC consortium, DE infrastructure at the college, and Peer Online Course Review (POCR)</p> <p>Where we are with the CVC Exchange: We are both a teaching and a home college. Our courses are available to students throughout the state. We can receive discounts to other LTI's (eg FlipGrid)</p> <p>1 - met the use of Canvas 3 - Financial Aid Agreement done 2 - CVC Student Exchange and Accessibility: section 508 should be ready to go by the Fall 2021.</p> <p>Developing a Course Review and Alignment process -- the POCR This is our Local Review Process</p> <p>Growth Benchmarks for BCC: - 10% target in the number of online instructors who have earned a badge in one or more of the Online Teaching ...</p> <p>Areas where we are trying to build infrastructure to handle requirements from the state:</p> <p>Establish a College Consortium Team...</p> <p>Try to build infrastructure within the DE Committee of the college.</p> <p>If you go to CVC and do a search. You can search by course requirement, title, high impact, etc. It's very informative to students if offerings satisfy their requirements.</p> <p>Still working on establishing the requirements for courses to be synchronous or asynchronous.</p> <p>Link to PPT presentation for more info: https://www.berkeleycitycollege.edu/wp/senate/files/2021/05/Summary-CVCOEI-Consortium-Agreement-and-Exchange.pdf</p>
5. Standing Items		b. Add action item	b. Affordable Educational Materials Work (15 min)

<ul style="list-style-type: none"> a. Follow Through Task Force b. Senate Equity Working Group c. Assessment Committee Report d. Curriculum Committee Report e. Department Chairs Report f. Professional Development Committee Report g. Integrated Planning Committee Report h. IPAR Report i. Facilities Committee Report j. Technology Committee Report k. Teaching and Learning Center Report l. Distance Education Report m. Accreditation Report/Update n. District Academic Senate Report o. OPUS Award: Faculty Honors & Acknowledgement 		<p>to endorse creation of an AEM Committee</p>	<p>Proposal: Start an Affordable Educational Materials Subcommittee. Other colleges have such a committee.</p> <p>Background: 2016 BCC senate endorsement of AB 798 Textbook Affordability Plan. 2016 BCC was awarded a Zero Textbook Cost Planning Grant from the state Chancellor's Office.</p> <p>2018 Added a Zero Textbook Cost symbol in BCC online course schedule. 2018 Collaborated with learning communities to lower textbook costs (library sets, OER for psychology and history).</p> <p>Grant funds are running out. We need more administrative support and college awareness.</p> <p>We've seen other colleges use the COVID relief funds to help fund this work. Affordable textbooks and materials is clearly essential for access.</p> <p>The idea of using HEERF 2.0 coming this Summer & Fall '21 for this work is a GREAT idea.</p> <p>Reducing High cost of textbooks is a very important matter for students.</p> <p>Benefits of increasing affordable materials -- they increase enrollment, they improve course success rates.</p> <p>Asking for endorsement for creation of a subcommittee.</p> <p>Here is a list of similar committees from other colleges in the state:</p> <p>https://codlrc.org/sites/default/files/OER%20Steering%20Committee_2019.pdf</p> <p>https://inside.scc.losrios.edu/governance/academic-senate/academic-senate-subcommittees/affordable-educational-resources-committee-(aerc)</p> <p>https://campusguides.glendale.edu/oer/committee</p> <p>https://www.canadacollege.edu/academicsenate/textbook_affordability_subcommittee.php</p> <p>Next Steps: Kelly P will forward a Committee template doc to Jenny Y and Heather D to form a draft committee charge for an affordable ed materials committee.</p> <p>Link to BCC's Affordable Educational Materials Committee Proposal (Presentation): https://www.berkeleycitycollege.edu/wp/senate/files/2021/05/Affordable-Educational-Materials-Committee.pdf</p>
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<p>6. New Business/Announcements</p>		<p>Online Commencement! May 27th! Look for announcements in email.</p> <p>Student Engagement Survey -- ask students to complete the survey! Please consider providing incentives (eg extra credit in your class, maybe?).</p> <p>Community College Survey of Student Engagement (CCSSE) Link to the survey: https://www.ccsse.org/CCSSESurvey/berkeleycitycollege Remind students to check their emails from "BCC Announcement" for the survey link and an access code</p> <p>Contact Phoumy Sayavong at psayavong@peralta.edu for more information.</p> <p>How we use CCSSE Helps us identify areas that can enhance students' educational experiences. Document how we improve institutional effectiveness over time. Takes about 15 minutes</p> <p>How can faculty assist with the CCSSE administration? * Incorporate the survey as a class assignment * Provide extra credit for completing the survey * Highlight the value of their feedback (i.e., Their input informs our plans to improve their education experiences.)</p> <p>Giving away great gift cards * \$200 cash gift card * \$100 cash gift card * \$50 cash gift card * \$50 Shell gas gift card * \$50 Follett gift card * \$30 Clipper card</p>
<p>Meeting adjourned</p>	<p>1:30pm</p>	
<p>Next Meeting:</p>	<p>May 26, 2021 "Special Meeting": Action Item: Endorsement of new Committee Charges</p>	