



## Academic Senate Minutes

Wednesday, Feb. 16, 2022 - 12:30 pm – 1:20pm

<https://cccconfer.zoom.us/j/99470925078>

*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 <input type="checkbox"/> Osa Kauffman, 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"/> Anna McCormick, Senator Modern Languages <input checked="" type="checkbox"/> Jenny Gough, American Sign Language (ASL) <input checked="" type="checkbox"/> Mary Clarke-Miller, Senator MMART <input checked="" type="checkbox"/> Joya Chavarin, Senator Part Time <input checked="" type="checkbox"/> Randy Yang, Senator Sciences
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**Guests:** Kuni Hay (VPI), Ari Krupnick (Curriculum Chair), Heather Sisneros (CIPD), Laura Ruberto (TLC Coordinator), Charlotte Lee, Jenny Braman (TLC Coordinator, BUG representative), Nancy Cayton (Curriculum & Assessment Specialist), Tim Rose (Chair of Chairs), Vanessa Philip. (ASL Interpreter), Cora Leighton (DE Coordinator), Barbara Des Rochers (Sciences)

Agenda Item	Discussion	Follow-up Action	Decisions (Shared Agreement/Resolved or Unresolved?)
<b>Meeting called to order</b>			
<b>1. Approval of Agenda</b>	a. Motion to Approve Agenda (2 mins)		Moved by : Joseph B Seconded by: Sam G Approved: 11 No:0 Abstentions: 0
<b>2. Approval of Minutes</b>	a. Motion to Approve Minutes from February 2nd (3 mins)		Moved by: Pete D Seconded by: Jenny Y Approved: 13 No: 0 Abstentions: 1
<b>3. Action Items</b>			

<p><b>4. Discussion and/or Information</b></p>	<p>a. Assigning Courses to Discipline (12 mins)  b. ASCCC Position Paper: Tutoring &amp; LRC (12 mins)  c. DAS/Laney College Rez on Chancellor's Camera &amp; Internet (5 mins)</p>	<p><b>a. Assigning Courses to Disciplines</b></p> <p>Review the draft letter to VC Droker, make proposed edits/changes, and take action to endorse it on March 2nd.</p> <p><b>b. ASCCC Position Paper: Tutoring &amp; LRC Faculty Role</b></p> <p>Add Action Item to next Senatae Meeting: Move to endorse the recommendations made by the ASCCC.</p>	<p><b>a. Assigning Courses to Discipline (12 mins)</b></p> <p>Curriculum Chair Ari Krupnick shared the Minimum Qualifications Handbook for Faculty and Administrators of CCC.</p> <p>He highlighted that it contains the list of minimum qualifications for faculty to be able to teach certain disciplines.</p> <p>Every course in the college must be assigned to a discipline. Courses <i>can</i> be assigned to multiple disciplines.</p> <p>At Peralta, our course outlines note the prefix we place a course under (Phil, Math, Art, etc). It is the label we choose to put on a course to promote to students. However, this course prefix is different from assigning a course to a specific discipline. Art vs Art History may have different course discipline assignments based on the qualifications to teach Art vs Art History.</p> <p>We have tried to request the District share the document that contains all of the discipline assignments.</p> <p>This District document should not have revisions without consultation from the Academic Senate.</p> <p>The Curriculum Committee Chair's request of the Senate is to ask Dr. Droker (VC) to share this document with faculty in Peralta and to assume main control of revisions to this document. Ari prepared a letter to present to Dr. Droker. We should review this document, suggest changes take action on March 2nd to endorse it.</p> <p>It has not yet been shared to Curriculum Committee or other Academic Senates but it is in the plan.</p> <p>BCC Senate feedback:  Something should be added about District Academic Senate. There is an Administrative Procedure regarding consultation with the Academic Senate.</p> <p>Can college differ on where they assign courses? Every college that offers the same course must have the same assignment.</p>
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			<p>Heather Sisneros, Chair of CIPD, emailed Amany at the district to see if there was a timeframe for CIPD. She was told March CIPD.</p> <p><b>b. ASCCC Position Paper: Tutoring &amp; LRC (12 mins)</b></p> <p>Jenny Lowood is asking for any Action Plan on Faculty Role in Tutoring and Learning Resources.</p> <p>In Fall 2021, ASCC proposed and endorsed a <a href="#">Position Paper</a>.</p> <p>Dean Lisa Cook who provides administrative oversight of the BCC Tutor Training program is looking to move in the direction of this paper. We've made some progress on that vision.</p> <ul style="list-style-type: none"><li>• 2b2 Standards of ASCCC places faculty in the main role for tutoring,</li><li>•</li><li>• CRLA certification is the Gold Standard for the Tutor Training. BCC has been a registered site for awarding this certification.</li><li>•</li><li>• Important role for faculty is in the area of Recruitment and Approval of tutors.</li><li>• Embedded tutoring is only for in-class sessions with a faculty member present. Outside of this, tutoring needs to be supervised via the LRC. We need to improve in this area because there is some tutoring happening outside of supervision.</li></ul> <p>Ideally at our next Senate meeting we move to endorse the recommendations made by the ASCCC.</p> <p>BCC used to collect apportionment for tutoring through Math 501 and English 501 courses. Those courses went away for awhile. We recently re-approved courses Math 501 and English 501. As long as we meet the criteria, we should use these courses to collect apportionment once again.</p> <p>We need faculty to timely recruit and approve tutors, regularly evaluate them, to mentor embedded tutors, and to advocate for Fund 1 budgets, to help ensure tutors receive training.</p> <p><b>c. DAS/Laney College Resolution on Chancellor's Camera &amp; Internet (5 mins)</b></p>
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<p><b>5. Standing Items</b></p> <ul style="list-style-type: none"> <li>a. Assessment Committee Report</li> <li>b. Curriculum Committee Report</li> <li>c. Chairs Council Report</li> <li>d. Professional Development Committee Report</li> <li>e. Distance Education Committee Report</li> <li>f. CE Committee Report</li> <li>g. Affordable Education Materials Report</li> <li>h. Integrated Planning Committee Report</li> <li>i. IPAR Report</li> <li>j. Facilities Committee Report</li> </ul>	<ul style="list-style-type: none"> <li>a. Senate BUG Taskforce Update (10 mins)</li> <li>b. PD Update: March Flex Day (5 mins)</li> </ul>		<p><b>b. PD Update: March Flex Day (5 mins)</b></p> <p>The PD committee is currently discussing plans for midterm Flex Day, on March 15th. Be sure to pass along any ideas for Flex programming, if you can't join the PD meetings.</p> <p>There is also a call for applications for Professional Development Funding. See <a href="#">How to Apply for Funding</a> on our web site. [Note: During Covid, the district is only considering travel requests on a case-by-case basis, so please contact us well in advance if you are considering PD-related travel.]</p> <p><b>a. Senate BUG Taskforce Update (10 mins)</b></p> <p>We want to be more involved in endorsing plans during our Construction phase of this project.</p> <p>The designs that were presented to the college on November 22, 2021 were approved by the Board over the holiday break.</p> <ul style="list-style-type: none"> <li>• A member of the BUG was surprised to learn this just recently that the Board already approved them.</li> <li>• Senate and Roundtable were not asked to endorse the plans before moving to the BOT for approval. We need</li> </ul>

<ul style="list-style-type: none"> <li>k. Technology Committee Report</li> <li>l. Teaching and Learning Center Report</li> <li>m. Accreditation Report/Update</li> <li>n. District Academic Senate Report</li> <li>o. Senate Equity Working Group</li> <li>p. Senate BUG Task Force</li> <li>q. OPUS Award: Faculty Honors &amp; Acknowledgement</li> </ul>			<p>to think about process here to advocate for our college community.</p> <ul style="list-style-type: none"> <li>• Unfortunately there is no part-time faculty representation in any of these BUGs.</li> <li>• At this point, we should ask the question: Does the Senate feel like the faculty has been consulted properly in this process?</li> <li>• It is faculty who will outlast many administration after this project is completed. We will live and work in that space for decades.</li> </ul> <p>Perhaps we can have a conversation about ways we can make these groups known and ways to communicate out. As we move forward, we should make sure we get as much feedback from people. We need to ensure the building reflects what we need and want.</p> <p>Architects/planners have responded really well to our input. However, the concern is, are we properly representing faculty in the entire college community? There are blind spots in the process that need more transparency.</p> <p>Let us work on ways to improve the process to report out and seek endorsement from the college community.</p>
<b>6. Public Comment/Announcements</b>			
<b>Meeting adjourned</b>	1:29pm		
<b>Next Meeting:</b>	March 2, 2022		