



Academic Senate Minutes

Wednesday, May 4, 2022 - 12:30 pm – 1:20pm

<https://cccconfer.zoom.us/j/92346614408>

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 Pernell, 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 checked="" 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), Gabriel Martinez (Counseling), Cora Leighton (DE Coordinator), Tim Rose (Chair of Chairs), Laura Ruberto, Chris Bernard (POCR Lead), Sergio Mazariegos (Student, Honor Council Lead), Susan Khan (PD Chair)

Agenda Item	Discussion	Follow-up Action	Decisions (Shared Agreement/Resolved or Unresolved?)
Meeting called to order	12:36pm		
1. Approval of Agenda	a. Motion to Approve Agenda (2 mins)		Moved by: Joseph B. Seconded by: Linda M. Amendment - Add Election Results, move Honor Council up in the Agenda to be respectful of student time Yes: 14 No:0 Abstain:0
2. Approval of Minutes	a. Motion to Approve Minutes from April 6 (3 mins)		Senate recognizes Janine Greer and the Wellness Center for hosting a Healing Center to address the tragedy of a student loss at Berkeley High School. Moved by: Joseph B. Seconded by: Pete DB Yes: 12 No:0 Abstain:2

<p>3. Action Items</p>	<p>a. TLC Coordinator Job Description (10 mins) b. Course Modalities Motion (10 mins)</p>	<p>a. TLC Coordinator Job Description (10 mins) It is time to do a search for a new TLC Coordinator. This job description shared with you is an update from a job description that was used over three years ago. This current draft was vetted and updated by the TLC Advisory Board of faculty and administrators.</p> <p>Any significant changes from last time? We clarified some of the responsibilities of the TLC Coordinator. We decided to add the budget for TLC into the job description. We added the importance of communication to the college community (email, web site, presentations). We added/clarified the relationships with other entities committees as well. These are not really substantive changes, but really clarifications.</p> <p>Motion to Endorse by Linda Mc Seconded: Jenny L Yes: 14 No: 0 Abstain: 0</p> <p>Adán Olmedo is leaving the position of Assessment Coordinator. We need to start that official announcement to all faculty to recruit a new one if no one from within the Assessment Committee steps up.</p> <p>VPI Kuni Hay thanks Laura Ruberto for her work as TLC Coordinator in creating an Advisory Board for the TLC and for improving the infrastructure of this group for the college.</p> <p>b. Course Modalities Motion (10 mins) DE Leads appreciate all the feedback that was received. However, we did not make changes to the modalities we presented last time.</p> <p>This is a broad document to use with 99% of our courses. Specific structures for courses should be dealt with by adding information to the Notes section of the course offering.</p> <p>We decided not to include "with instructor-proctored exams" because we may explore offering a proctoring services.</p> <p>For the Hyflex modality description, we adopted the language from San Francisco State.</p> <p>Would an instructor in a Hyflex modality course have the opportunity to choose a course to NOT be asynchronous? SF</p>
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			<p>State faculty added Notes to their courses to identify which modalities students could choose for that particular course. So, yes, faculty can specify in the Notes section if asynchronous is not an option for a Hyflex section.</p> <p>Motion to Endorse: Sam G. Seconded by Joya C. Yes: 14 No: 0 Abstain: 0</p> <p>Discussion: Is there a District Administrative Procedure in DE that will be impacted by these recommendations? AP 4105 (teacher training to teach online) would not be impacted by this. There is no other AP that addresses DE.</p> <p>There should be icons in the catalog/schedule for students to easily understand modalities. Can we add "students choose from the offered modalities" in the Hyflex modality? Yes we can. In the long run, we may not end up offering hyflex courses. The Integrated Hyflex Task Force will be working on our capacity to offer Hyflex.</p>
<p>4. Discussion and/or Information</p>	<p>a. Update on Honor Council (10 mins) b. Tutor Support (10 mins)</p>	<p>Add Honor Council Code Endorsement as an Action item to May 18, 2022 agenda.</p> <p>Add Action Item to create Tutor Advisory Group/Task Force to agenda May 18, 2022</p>	<p>a. Update on Honor Council (10 mins)</p> <p>We are sharing the Draft Honor Council Code to solicit feedback. There is a survey that will be shared this week. We will share a summary of what we have been doing and hope that our work and engagements will be part of the college.</p> <p>We want to get behind this idea of moving away from academic dishonesty. Students want to be seen with more respect. Faculty want to be respected as well.</p> <p>The Honor Council would like to work together with students, faculty and administrators to achieve our goals.</p> <p>We will close the survey on May 15th. Our plan is to bring the Honor code back to the Senate for endorsement at the next meeting.</p> <p>The Honor Council so far with those who participate a great sense of collaboration between students and faculty, and between students and administrators.</p>

			<p>The goal of the Council is to serve as an advisory board and a conduit of communication, resources, support.</p> <p>Tom Rizza will distribute the survey, hopefully today. Senators are encouraged to distribute the survey to their students as a Canvas assignment.</p> <p>There is a Guided Pathways Workshop today at 4pm that will include some information on the Honor Council. https://cccconfer.zoom.us/j/98084915785 b. Tutor Support (10 mins)</p> <p>Motion to extend meeting by 7 minutes: approved by 12 people.</p> <p>Comments at the end of the Honor Council Discussion:</p> <p>Faculty in general, as opposed to one person, should be taking on this work.</p> <p>Jenny L would like to form a Tutoring Advisory Group (TAG) as a subcommittee to the Academic Senate.</p> <p>Task Forces can be used as a space to add TAG as a subcommittee to the Senate without having to go through the processes of creating a charge and getting it into the Governance Manual.</p> <p>We do use TAG as an acronym for Transfer Agreements so it may not be wise to use this name for the Tutoring subcommittee.</p>
<p>5. Standing Items</p> <ul style="list-style-type: none"> a. Assessment Committee Report b. Curriculum Committee Report c. Chairs Council Report d. Professional Development Committee Report e. Distance Education Committee Report 			

<ul style="list-style-type: none"> f. CE Committee Report g. Affordable Education Materials Report h. Integrated Planning Committee Report i. IPAR Report j. Facilities Committee Report k. Technology Committee Report l. Teaching and Learning Center Report m. Accreditation Report/Update n. District Academic Senate Report o. Senate Equity Working Group p. Senate BUG Task Force q. OPUS Award: Faculty Honors & Acknowledgement 			
<p>6. Public Comment/Announcements</p>	<p>Spring '22 Election (5 mins)</p>		<p>Sam Gillette reports a large turnout in the election. Shout out to Phoumy Sayavong for helping us with the ballot. Congratulations to incoming members Gabriel Martinez, Anne McCormick, and Melina Bersimon.</p> <p>Sam thanked the Senate you for allowing him to be a part of this body. He is stepping away from the Senate to focus more on Science Department activities. He advised incoming and existing Senatos to look into leadership conferences. Speak with other senators for guidance on how to appropriately serve as a voting representative.</p> <p>Freeman thanked Sam for his dedication and commitment to the college and the Senate. He appreciated your involvement and leadship.</p>

			<p>Pernell thanked Sam for his sage contributions to District Senate meetings and echoed Freeman's acknowledgements. She appreciated his leadership as VP when she was Senate president. She hopes Sam continues to advocate for faculty rights from the Sciences Dept.</p> <p>Senate Execs thank outgoing senator Linda McAllister for her leadership and look forward to working with her on Guided Pathways in the future.</p>
Meeting adjourned	1:30pm.		
Next Meeting:	May 18, 2022		