**Berkeley City College Academic Senate Meeting *Minutes***

**Kelly Pernell✓***President*

**Sam Gillette✓***Vice President*

**Catherine Nichols***Secretary*

### *Senators* \_\_\_\_\_\_\_\_\_\_\_\_

**Laura Ruberto✓***Arts and Humanities*

**VACANT***Business/CIS*

**Gabriel Martinez***Counseling*

**Linda King***English, ESL, Education*

**Jenny Yap✓***Library*

**Claudia Abadia✓***Mathematics*

**Jenny Gough***Modern Languages & ASL*

**Mary Clarke-Miller✓***MMART*

**VACANT***Part Time*

**VACANT***Sciences*

**Linda McAllister✓***Social Sciences*

**Wednesday, November 21, 2018, 12:30-1:20pm, Rm 315**

1. **Call to Order**
2. **Approval of Minutes from Previous Meetings** (3 min)
   1. November 7, 2018 Minutes

***Pushed to next meeting***

1. **Action Items**
   1. Lactation Room and Spiritual Room on Campus (Alejandria Tomas – 10 min)

***Pushed to next meeting***

* 1. Merritt College’s rapid expansion of online courses (10 mins – Mark Swiencicki)

***Pushed to next meeting***

1. **For Discussion and/or Information**
   1. Creation of a Distance Education Committee (5 minutes – Kelly Pernell)

***Requested by round table. Suggested putting together a charge template with membership and meeting schedule***

* 1. Guided Pathways Kickoff Meeting Planned (5 minutes – Kelly Pernell/Kuni Hay)

***This was missed due to poor air quality closures***

* 1. Next Steps and Gathering College Consensus on District Level Concerns (Kelly Pernell/Catherine Nichols (10 min)

***BCC is only college to have a meeting yet. Proposals for “line-in-sand” resolution for abiding by shared governance procedures.***

1. **Standing Items**
   1. PIE Committee Report
   2. Curriculum Committee Report
   3. Department Chairs Report
   4. Professional Development Committee Report
   5. Integrated Planning Committee Report
   6. Facilities Committee Report
   7. Technology Committee Report
   8. Teaching and Learning Center Report
   9. Distance Education Report
   10. Accreditation Report/Update
   11. District Academic Senate Report
   12. OPUS Award: Faculty Honors & Acknowledgement (5 min – Linda McAllister)

***Michael Lin has award***

1. **New Business/Announcements**
   1. Senate needs to fill its vacant seats in Business/CIS, Sciences, and Part-Time faculty.
   2. Students received an extended deadline of Wednesday, November 21, 2018, to withdraw from classes.
2. **Adjournment  
   Notes:**

Guests: Siraj Omar, Joseph Bielanski, Joe Doyle

**Academic Senate’s primary function is to make recommendations with respect to academic and professional matters.**

Academic and Professional matters means the following policy development matters:

1. Curriculum, including establishing prerequisites.

2. Degree and certificate requirements.

3. Grading policies.

4. Educational program development.

5. Standards or policies regarding student preparation and success.

6. College governance structures, as related to faculty roles.

7. Faculty roles and involvement in accreditation processes.

8. Policies for faculty professional development activities.

9. Processes for program review.

10. Processes for institutional planning and budget development.  
11. Other academic and professional matters as mutually agreed upon.

The BCC Academic Senate meets monthly on the first and third Wednesdays, 12:30 – 1:20pm.