

**COA Academic Senate
Meeting Minutes
Thursday, Nov 18, 2021**

Meeting Called To Order: at 12:22pm via Zoom
 Note: For Virtual meetings, attendees can indicate in the Zoom Chat No's and Abstentions.
 Quorum: 50% + 1

Senators in Attendance: Rich Kaeser, Matthew Goldstein (chair), Andrew Park (note-taker), George Cruz, Susanne Altenbach, Jenn Fowler, Jacinda Marshall, Jacob Schlegel, Jeff Sanceri (DAS rep), Reza Majlesi, Bruce Pettyjohn,

Guests in attendance: Jayne Smithson, lolani Sodhy-Gereben, Silvia Cortez, Siri Brown

Agenda Item	Summary	Motion
Agenda Review & Approval for Nov 18, 2021	Additions: None	Motion to approve the agenda for Nov 18, 2021 First: Jacinda Marshall Second: George Cruz M.S.U.
Review of Minutes, Oct 21, 2021	Discussion: Please send any typos to Marissa Nakano and Matt Goldstein. Note for faculty to fill out faculty profile information form by November 30: https://alameda.edu/faculty-profile-information/ Q: Process for updating the faculty profile? A: Chair will work with the web developer and the website task-force on creating a model profile; for the moment, email Shane.	Motion to approve the minutes for October 21, 2021 First: Jenn Fowler Second: Sue Altenbach M.S.U.

<p>Action Items:</p> <ol style="list-style-type: none"> 1. None at this meeting. 	<p><u>Action #1</u> None at this meeting.</p>	
<p>Discussion Items:</p> <ul style="list-style-type: none"> • ASCCC fall plenary report (M. Goldstein et al.) 	<p><u>Summary #1</u> A number of faculty attended plenary in-person and online Nov. 4-6. There is a lot of energy in getting senates more involved in legislation, and also on local senates appointing legislative liaisons. Encouraging faculty to get involved/volunteer if interested. Particularly important as state mandates affect the three higher ed segments (CCC, CSU, and UC) differently, with community colleges bearing the brunt of mandates.</p> <p>Resolution packet was shared. Discussions on proposed changes to COMM requirement, as well as the new Ethnic Studies requirement.</p> <p>Resolution 9.01 - Making DEI values and anti-racism part of official COR. Noting opposing viewpoints that were voiced at the plenary that this sets a bad precedent about COR requirements (local control issue?); resolution passed overwhelmingly.</p> <p>Also a discussion on STEAM vs. STEM (an amendment was defeated; good news for CoA—being ahead of the curve) and diversity---because Art is already more diverse than STEM, aggregated data including Art could undermine the ongoing efforts to diversify STEM.</p> <p>And note on including succession plan language in the academic senate constitution.</p>	

<ul style="list-style-type: none">• Fundraising website available for CoA AS scholarship (A. Park) • POCR Update (J. Fowler)	<p>Q: Prospects on future in-person attendance at plenary? A: Continued hybrid format has a lot of support.</p> <p><u>Summary #2</u> Fundraising website is available. Please donate if you can and encourage students to apply to Peralta Colleges Foundation scholarships (message posted to the chat below):</p> <p>The donations page for CoA Academic Senate Scholarship has been set up by Peralta Colleges Foundation and are available at https://bit.ly/coa-as-scholarship-fund (long link: https://funraise.org/give/Peralta-Colleges-Foundation/744636c3-ef7b-4772-8a29-1f2c1896cd02/). Please donate if you can and encourage others to donate as well. All direct donations to the fund are tax-deductible as charitable gifts. Also please encourage your students to apply; the scholarship applications are due March 1 on Peralta Colleges Foundation website, and CoA academic senate scholarship requires at least 1 letter of recommendation from CoA faculty and designation of CoA as home campus.</p> <p><u>Summary #3</u> Peer Online Course Review (POCR): seeking faculty to go through training and serve as POCR reviewer. Important for our continued membership in CVC-OEI (California Virtual Campus – Online Education Initiative) consortium.</p> <p>We reviewed 3 courses – 3 courses in COMM and MATH to be submitted this or next week; if we get approvals, then we are ready to start “badging” courses locally. This is a purely voluntary, professional-development, process. Please reach out if interested—in getting own courses reviewed (aligning to CVC-OEI rubric) and serving as POCR reviewers.</p> <p>Link to the Peer Online Course Review (POCR) interest form: https://forms.office.com/r/3G8Jpdbh2P</p>	
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	<p>(frequency of processing waitlists, class re-opening unexpectedly while people are waiting, etc.)</p> <ul style="list-style-type: none">• “Feedback/Request from Faculty (English, Math, and Sciences)” - Spring 2017 changes were made on timing of processing of waitlist (auto-enroll only in the first week), to address various faculty concerns.• “Eight (8) Modifications to Waitlist Process: Based on Faculty Feedback” - (... slide described the 8 detailed steps/points on how the waitlist is run, that mitigates initial glitches and other identified issues above, along with the processes in which students are notified of their position on waitlist, etc.; as of first day of the term/session, students are no longer auto-enrolled from the waitlist; for dynamically dated classes, the waitlist runs until the last day to add)• “Possible Solution” - slide listing suggested solutions to remaining issues with the current waitlist processing <p>Questions/Discussion:</p> <ul style="list-style-type: none">• Q: How does establishing set schedule of courses (8-week 1, etc.) impact operation of waitlists? A: With established session dates, there is more control over running of waitlist; can’t be done with dynamically dated courses.• Q: For students who can’t register online and need Add Card, is there a place where they can get help in-person? A: There is a process for doing it online; the link will be shared. Also Marcean at CoA A&R may be able to help.• Q: Clarification about “possible solutions”--is needing permission number even if on waitlist on first day a thing that is actually happening at this time? Specifically, is this information that needs to be communicated to students by counselors? A: Currently it’s only a “possible solution,” no changes made yet.• Q: A way to make permission numbers more easily available to students (e.g. Diablo Valley College and Chabot)? A: There are things other institutions are doing that we may be able to do as well. DVC/Chabot not a PeopleSoft school.	
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	<ul style="list-style-type: none"> • Comment: Like keeping waitlist for systematically keeping record of people waiting to get into the class (as opposed to students individually trying to get in). • Suggestion: Automatically pushing out permission number at the beginning of semester that expire relatively quickly (like in a couple days)? • Comment: Hard to reach out to students on waitlist because less information (no phone number, etc.) is available. • Comment: Past problems when students were added to the class (automatically in waitlist processing) and not realized until students looked at their transcript later and needed record correction. 	<p>Motion to add 5 minutes to the meeting by Reza Majlesi, seconded by Jenn Fowler. M.S.U.</p>
Officer Reports	None	
Announcements	None	
DAS Updates/Actions	None	
Public Comment	None	
Proposed agenda items for meeting Dec 2, 2021 at 12:20pm	Location on Zoom	
Adjournment	Meeting adjourned at 1:28 p.m.	<p>Motion to adjourn. First: Jenn Fowler Second: Jacinda Marshall M.S.U.</p>

