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| **COA Academic Senate**  **Meeting Minutes**  **Thursday, March 20, 2025** | | |
| Meeting Called To Order at College of Alameda, H 280 & [Zoom](https://peralta-edu.zoom.us/my/fowler) at 12:20 pm  Note: For Virtual attendance, senators indicate their votes in the Zoom Chat  Quorum: 50% + 1  In person Quorum: 7 or more senators (15 seats, 2 vacant) | | |
| **Senators in Attendance**: Jenn Fowler, Rich Kaeser, Andrew Park (note-taker), Carla Pegues, Sue Altenbach, Bruce Pettyjohn, George Cruz, Kwesi Wilson, Cady Carmichael, Andrew Fittingoff, Jacinda Marshall, Jody Campbell, Cynthia Haro,  **Guests in attendance**: Rhiannon Follenfant, Jayne Smithson (DAS rep), | | |
| **Agenda Item** | **Summary** | **Motion** |
| Agenda Review & Approval for March 20, 2025 | No changes. | Motion to approve Agenda March 20, 2025  **First**: G. Cruz **Second**: K. Wilson M.S.U. |
| Review of minutes  March 6, 2025 | Any grammatical changes can be sent directly to A. Park or J. Fowler. | Motion to approve minutes from March 6, 2025  **First**: S. Altenbach **Second**: G. Cruz M.S.U. |
| Action Items:  None | None | None |
| Discussion Items:   1. AS Election Committee (J. Fowler) 2. Processes for Program Review (R. Follenfant) 3. Inquiry Question Survey (J. Fowler) | **Summary of #1**  J. Fowler started the agenda item by thanking the election committee members who volunteered to serve on the committee: G. Cruz, C. Carmichael, and K. Wilson   * Nomination forms will be shared with the committee members. * Senate only holds elections when there are contested elections (more than one nomination). * Previously, in contested elections, ElectionBuddy was used. We have also used Qualtrics. * If there is a contested election this year, the election committee will need to figure out the secret ballot process (possibly using ElectionBuddy). * Another possibility is paper ballot; several senators expressed support for electronic ballot. Past (pre-COVID) process for paper ballot was discussed. * Consensus was support for electronic balloting.   Participated in discussion: R. Kaeser, K. Wilson, J. Fowler, Rhiannon Follenfant, B. Pettyjohn, S. Altenbach, G. Cruz  **Summary of #2**  J. Fowler started the item by introducing CoA researcher Rhi Follenfant. The document for “New Program Review Cycle (2024 to 2027)” was shared.   * CE programs are required to review more frequently. * What we have been calling “Annual Program Update” will be “Abbreviated Program Review” (to match the language in the law). * Abbreviated Program Review does not need to be done every year, so this will simplify and streamline our review process.   Screenshots document shared below.       * Data packet will be provided with the program review template. * The final proposal/draft will come to academic senate after IEC consideration/vote. * Expect to see the action item in April 17 academic senate meeting for the plan approval.   Participated in discussion: Jayne Smithson, C. Pegues, Rhiannon Follenfant, J. Fowler,  **Summary of #3**  J. Fowler introduced the item by sharing the question sent out by Nickey Heredia in the President’s Office, “Planning and Budget Committee Inquiry to the College of Alameda”.   * Each committee will come up with an “inquiry question” for the academic year which will focus the discussion/action plans for the committee. * The survey link shared in chat. * The Inquiry: “What would it look like to radically redesign the structures and procedures for budget planning and fund allocation that center agreement upon institutional priorities?” Space for up to six responses. * One example discussed at CoA: Next year being more collaborative in scheduling (e.g. departments coordinating with each other). * Another example: how lively (or not lively) CoA main campus is with those present in-person. (Is the campus a “ghost town”?) * Initial discussion about the responses will happen tomorrow.   Participated in discussion: Rhiannon Follenfant, C. Pegues, J. Fowler, B. Pettyjohn, S. Altenbach,  Related to the inquiry question but not directly, a question of “who is in charge of facilities” was asked, with the example of delays in AMT facility renovation in mind, which led to loss of 1 (out of 3) cohorts in the AMT program. [Question will be posed to the district facilities committee, and possibly the CoA department chairs’ meeting.] |  |
| Officer Reports | **President**: Congratulations to sabbatical awardee, Christa Ferrero-Castaneda.  ASCCC Spring Plenary is coming up (C. Haro will be the voting delegate for CoA); the proposed resolutions are being considered at the Area meetings. [Shared in chat: ASCCC Resolutions: <https://asccc.org/resolutions-process>  Area B Meeting: Friday, March 21, 2025 – 9:00a.m. – 2:00p.m. at CCSF and Zoom: <https://events.zoom.us/ev/> ]  Also please consider participating in ASCCC CCN Phase III processes (email sent March 19).  CoA is beginning the process for Institutional Self Evaluation Report (ISER), with the kick-off meeting on April 24 (Thursday, 1 to 4 p.m., hyflex). We need to make sure evidences for ISER are linked from the college website.  **Vice President**: Still waiting on who might be retiring. There will also be college-wide year-end celebration for years of service recognition.  **Treasurer**: Nothing to report.  **Secretary**: Nothing to report. |  |
| Announcements | No announcements. |  |
| DAS Updates/Actions | Jayne Smithson gave the DAS report. At the DAS, following were discussed:   * Spring ASCCC Plenary resolutions – please attend the Area B meeting to provide input and consider resolutions. Per rules change at this plenary, new resolutions must be proposed first at the Area meeting. * Laney CTE resolution was discussed. Resolution asks for prioritizing CTE FTEF (“cut to the bone”; no place to cut). * DAS Succession was discussed: DAS will be holding elections for the officer positions. Current DAS president Matt Goldstein and treasurer Andrew Park will not seek re-election. * Something about degree auto-awarding was discussed.   Participated in the discussion: C. Pegues, J. Marshall, |  |
| Public Comment | None. |  |
| Proposed agenda items for next meeting  Thursday, April 17, 2025 | Call for additional proposed agenda items was made.  Please email J. Fowler for any other agenda items. |  |
| Adjournment at 1:21 pm | Meeting adjourned at 1:21 p.m. with all agenda items having been addressed. |  |