



1. Introductions – New chairs – Announcements

Library: curbside for chromebooks, circulating books, calculators. Faculty & Staff can check out chromebooks as well

Turn it in is back online; thank you Library!

Grab and go will go through the end of October. If you want to volunteer, an email was sent out and sign up through the link in the email.

FT faculty have laptops; email Bala.

2. Chair of Chairs' Election – *Vanson Nguyen*

Tuesday Sept 8 - 22: nominations to Lilia through email. Include the nominator's contact info to confirm acceptance.

Wednesday Sept 23 - Oct 13 (morning): On 9/23, Lilia will send out names nominated for voting. The counting of votes will be conducted by Lilia and the office of instruction.

3. Curriculum Committee update – *Jayne Smithson*

- a. Focused on DE addendums that are necessary to offer courses 100% online. CoA is only college in district to get all courses on the addendum list to be approved. Has to go through Curriculum Committee process. We need to get all courses through. Some are in review, some have been returned to originator. Please check curriquet review streams. Jayne can make corrections with your permission, but it's the department chair's responsibility to make the corrections. Email jsmithson@peralta.edu.
- b. Any courses offered in Spring, need to update those DE addendum's to show 100% online just in case.
- c. Program review is coming up. Curriculum committee created review sheets to assist with full program review.
- d. There is a new distance education tab in curriquet.

4. Online evaluations update – *Vanson Nguyen*

Chairs have until the end of week 4 to submit names of evaluators. PT faculty may challenge the faculty assigned during the 2 weeks following notification; a lottery ensues to determine the next faculty member.

New system will be used for student evaluations. A meeting will occur September 11 regarding the evaluations process. Stay tuned for an email later that day or the following Monday.

5. VPI Updates – *Lilia Celhay*



- a. APU/Program Review: <https://web.peralta.edu/programreview/> Lilia will be meeting with Dominique Benavides to determine timelines
 - b. Lottery supplies: memo went out to the campus last week. Requesting a list of acceptable supplies from VPI/Deans offices. Will be available by next week.
 - c. Adobe Sign
 - i. Located in the same place you log into email and Canvas.
6. Unanswered chat questions:
- a.
7. Next meeting date: October 13, 12:30 – 2:00pm
8. Attendance: Hoi Ko, Jayne Smithson, John Taylor, Sarah Peterson-Guada, Jennifer Fowler, Silverster Henderson, OJ Roundtree, Didem Ekici, Reza Majlesi, Carla Pegues, Jane McKenna, Ed Loretto, Christa Ferrero-Castaneda, Cady Carmichael, Khalilah Beal-Uribe, Maurice Jones
9. Guests: Eva Jennings, Ana McClanahan