

ALLAN HANCOCK COLLEGE

Academic Senate

Minutes for Tuesday, September 18, 2018
Boardroom (B100), 4:00 – 6:00 p.m.

1. Meeting called to order at 4:00 p.m.

AS PRESIDENT: M. Allegre

VOTING MEMBERS PRESENT: M. Arvizu-Rodriguez, G. Bierly, L. Bradbury, R. Bryant, A. Caddell, H. Elliot, P. Estrada, A. Fox, L. Haddad, C. Hite, M. McGill, B. Murtha, K. Musev, G. Phelan, A. Restrepo, T. Roepke, M. Segura, V. Tobin, K. Treur, J. Tuan, N. Ward

STUDENT REPRESENTATIVE: H. Mendiola

GUESTS: B. Curry, B. Britten, M. Quaid-Maltagliati, K. Garcia, R. Mahon, C. Diaz, Y. Teniente, K. Walthers.

2. Public Comment: [5 per item]

B. Britten spoke regarding a new early alert software program “StarFish” and is looking for additional faculty to be involved with testing and feedback. He stated that this new software is easier to use. Participating faculty will be paid at project rate of \$50 per hour for approximately 30-40 hours this semester. Please contact him if you are interested in participating.

3. Four Year Degrees [15]

K. Walthers announced that Hancock is close to announcing 4-year degree through a partnership with the City of Santa Maria, and the University of LaVerne. The degrees in Public Administration, and Business Organization would be offered at a reduced rate if the students attend Hancock for one year first. Classes would be offered at the Santa Maria campus and faculty will be recruited from the area. Sierra Nevada College in North Lake Tahoe is also interested in this kind of partnership. If students already have their AA, and they attended 5 hour blocks of classes twice a week they could be finished in 18 months.

4. *Approval of Minutes (Ward)

Approval of the 05-15-18 minutes.

Motion: G. Bierly / R. Bryant

Discussion:

Yes: 15 - M. Arvizu-Rodriguez, G. Bierly, L. Bradbury, R. Bryant, A. Caddell, H. Elliot, M. McGill, B. Murtha, K. Musev, G. Phelan, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward

No: 0

Abstain: 5 - P. Estrada, A. Fox C. Hite, L. Haddad, K. Treur,

CONSENT:

5. *Sabbatical Leave Committee [10] (ASE)

The document that establishes the Sabbatical Leave Committee had minor revisions and clarifications regarding Vice President’s role in moving requests forward to the Board of Trustees. It states that the committee members verify completed activities and forward the reports to the President. Committee

members recommend changes to policy and procedures where appropriate. The committee is made up of three members elected, but no more than two members of the same department. Committee member elections and terms served were also clarified.

Pulled from Consent

Questions were raised about allowing four members instead of three and allowing not more than one member from each department. The response was that this has already been discussed and has been a past practice. Also, because it is an elected position, it does not seem to be an issue as it is difficult to get interest in participation.

Motion to change the membership from 3 to 4 full-time Faculty: L. Haddad / V. Tobin

Yes: 9 - M. Arvizu-Rodriguez, L. Bradbury, RA. Caddell, A. Fox, L. Haddad, M. McGill, B. Murtha, K. Musev, T. Roepke, M. Segura, V. Tobin, J. Tuan

No: 2 - P. Estrada, K. Treur

Abstain: 8 - H. Elliot, R Bryant, A. Restrepo, G. Bierly, C. Hite, N. Ward, M. McGill, G. Phelan

Original Motion: B. Bryant / Alberto

Yes: 15 - M. Arvizu-Rodriguez, G. Bierly, L. Bradbury, R. Bryant, H. Elliot, P. Estrada, A. Fox, M. McGill, B. Murtha, K. Musev, G. Phelan, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward

No: 2 - M. Segura, L. Bradbury

Abstain: 4 - L. Haddad, C. Hite, A. Caddell, K. Musev

Approved on Consent:

6. *AP 4260 Prerequisites, Co-requisites, Advisories [10]

There were minor changes and a few items were removed upon advice from the Counseling Department.

7. *2018-19 Faculty Emeritus List [10]

This policy was established in 2016. Retiree names are collected and added each year. A list of recent retirees was established to send forward to the Board of Trustees for inclusion in the Emeritus list.

Motion: B. Bryant / G. Bierly

Discussion:

Yes: 21- M. Arvizu-Rodriguez, G. Bierly, L. Bradbury, R. Bryant, A. Caddell, H. Elliot, P. Estrada, A. Fox, L. Haddad, C. Hite, M. McGill, B. Murtha, K. Musev, G. Phelan, A. Restrepo, T. Roepke, M. Segura, V. Tobin, K. Treur, J. Tuan, N. Ward

No: 0

Abstain: 0

ACTION

8. * Prerequisite Challenge Form [15]

This form was revised to clarify the process and signatures required based on the students' reason for the appeal. It was decided that it should be an academic decision not a student services decision. It was agreed that the challenge starts with the Counselor and the process is consistent. Concerns included the availability of Chairs during the summer and developing a back-up plan. There was also a concern about possible problems with increased traffic to offices; summer availability of chairs and faculty; consistency in follow-up; and a recommendation was made that student contact protocols should be

established. It was also recommended that prerequisite appeal information should be available on each program's web page and the front staff should be conscious of their approach to responding to these students. There were 198 appeals that were approved last year. A recommendation was made to form a taskforce to look at the pros and cons and implementation. (Fix the document so that Counselor Signature is on the same line.)

Motion: J. Tuan / G. Bierly

Discussion:

Yes: 19 - M. Arvizu-Rodriguez, G. Bierly, R. Bryant, A. Caddell, H. Elliot, A. Fox, L. Haddad, C. Hite, M. McGill, B. Murtha, K. Musev, G. Phelan, A. Restrepo, T. Roepke, M. Segura, V. Tobin, K. Treur, J. Tuan, N. Ward

No: 0

Abstain: 1 - P. Estrada

9. *BP/AP 3900 Speech, Time, Place, Manner [15]

The BP is a legally required board policy and was modified to include legal language from the League template. The AP spells out the designated time, place and manner. These designated spaces are generally outside public areas, common areas and the AP has specified some guidelines. If there are further changes from other groups, it may come back to Senate. Question arose about the process of making a request for a speech. It should be specified as the Dean of Student Services or designee. The request form was discussed and revised.

The AP was pulled to add language about designated areas at the Lompoc campus.

BP Motion: G. Bierly / R. Bryant

Discussion:

Yes: 20 - M. Arvizu-Rodriguez, G. Bierly, R. Bryant, A. Caddell, H. Elliot, P. Estrada, A. Fox, L. Haddad, C. Hite, M. McGill, B. Murtha, K. Musev, G. Phelan, A. Restrepo, T. Roepke, M. Segura, V. Tobin, K. Treur, J. Tuan, N. Ward

No: 0

Abstain: 0

AP Motion: Tabled to include Lompoc Campus: V. Tobin / J. Tuan

Discussion:

Yes: 20 - M. Arvizu-Rodriguez, G. Bierly, R. Bryant, A. Caddell, H. Elliot, P. Estrada, A. Fox, L. Haddad, C. Hite, M. McGill, B. Murtha, K. Musev, G. Phelan, A. Restrepo, T. Roepke, M. Segura, V. Tobin, K. Treur, J. Tuan, N. Ward

No: 0

Abstain: 0

10. *Free Speech Request Form [10]

Tabled - Will be revised and brought back for vote with the AP.

Motion: M. Arvizu-Rodriguez / J. Tuan

Discussion:

Yes: 20 - M. Arvizu-Rodriguez, G. Bierly, R. Bryant, A. Caddell, H. Elliot, P. Estrada, A. Fox, L. Haddad, C. Hite, M. McGill, B. Murtha, K. Musev, G. Phelan, A. Restrepo, T. Roepke, M. Segura, V. Tobin, K. Treur, J. Tuan, N. Ward

No: 0

Abstain: 0

INFORMATION

11. President's Remarks [10] (Allegre)

Emails were sent out about the Class Size Taskforce. The meeting is scheduled for 9/28/18. Members are needed to represent all class types.

2018-2019 Faculty Prioritization requests documents will be coming out before the end of October. Senate Exec and VP, Academics are working on the forms and rubric. Classified staff and equipment prioritization forms will also be coming out soon. It does not look positive that money will be coming from the state for hiring faculty. If you made a request last year, you do not need to re-apply, unless you want to update your justifications. Last year's rankings may not hold with the new requests. The rubric will be revised and published.

October 15th – 19th has been declared as Undocumented Students week. There may be groups joining together for activities and declarations.

Everyone should have received the application for the Guided Pathways Coordinator positions – one for academic faculty and one for service faculty with .6 reassigned time. Please share with your department.

Any program resource requests that are made must be tied to the Guiding Principles and Priorities to Lead College Planning. This document is posted on the Senate team site.

12 * BP/AP Program, Curriculum, and Course Development [10] (Manalo)

BP 4020 will be coming to vote at our next meeting. The BP washas minor changes. The AP was revised to document the process and provide transparency as to how the lecture and lab credit units are calculated. Please look over and discuss with your AP&P representative.

13. *AP 4900 Transfer of Credit and Course Waiver [10]

The revisions in this AP include adding a process for non-credit courses going through the Dean of Community Ed. There are no changes for the credit transfer of credit and course waivers.

Other

Council and Committee Reports

Meeting adjourned at 6:00 p.m.

Minutes respectfully submitted by N. Ward, AS Secretary

*documents on Senate group site

**links provided on group site and/or in email

