

ALLAN HANCOCK COLLEGE

Academic Senate

Minutes for Tuesday, February 19, 2019
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: H. Alvarez, L. Bradbury, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, A. Fox, K. George, C. Hite, M. McGill, B. Murtha, T. Passage, G. Phelan, C. Pavone, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward, L. West

STUDENT REPRESENTATIVE: H. Mendiola, J. Zarate

GUESTS: L. Manalo, R. Mahon, K. Garcia

2. Public Comment: [5 per item]

K. Walthers stopped by to say hello and welcome back. He stated that we are going forward with Measure I Bond issuances to fund the Fine Arts building and possible Building N improvements. He is aware of some complaints/issues with the Bookstore. If you have a complaint, please email B. Curry with specific problems. There is a planning retreat on Friday, if you are interested in attending, contact M. Martinez. M. Allegre stated that you should attend the March 9th Senate Meeting. If you are interested

M. Allegre found that we have a mistake on the Agenda – item #8 is an information item, not an Action Item. To change the Agenda a vote must be taken.

A motion made to move Agenda Item #8 from Action to Information.

Motion: B. Bryant / G. Phelan

Discussion:

Yes: 21 - H. Alvarez, L. Bradbury, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, A. Fox, K. George, C. Hite, M. McGill, B. Murtha, T. Passage, G. Phelan, C. Pavone, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward, L. West

No: 0

Abstain: 0

3. *Approval of Minutes (Ward)

Approval of the 12-04-18 minutes. Correction – the Makerspace dates should be 2019 instead of 2018. Sabbatical Leave workshops 2019 instead of 2018.

Motion: R. Bryant / G. Phelan

Discussion:

Yes: 15 - H. Alvarez, L. Bradbury, R. Bryant, A. Caddell, R. Chaudhari, A. Fox, K. George, C. Hite, M. McGill, B. Murtha, G. Phelan, C. Pavone, A. Restrepo, M. Segura, V. Tobin, J. Tuan, N. Ward, L. West

No: 0

Abstain: 3 - T. Passage, T. Roepke, H. Elliot

ACTION:

4. *BP/AP 4230 Grading and Academic Record Symbols [15]

(review for approval of new board policy and procedures)

The language was revised to add the SP grade for non-credit courses and the EW for excused withdrawal. The Director of Admissions and Records requested a few additional revisions. M. Quaid-Maltagliati has recommended that the language in the AP about how the students request a refund and how that is processed should move to AP 5075 - a Student Services policy. Members discussed the language around the length of time allowed for students to make up an incomplete grade. L. Manolo asked about the ripple effects within Admissions and Records, and student transcripts. *Amend the AP language to read "The "Incomplete" may be made up no later than 180 days following the end of the term in which it was assigned or within the following primary term whichever occurs later."*

AP Amendment - Motion: V. Tobin / T. Roepke

Discussion:

Yes: 21 - H. Alvarez, L. Bradbury, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, A. Fox, K. George, C. Hite, M. McGill, B. Murtha, T. Passage, G. Phelan, C. Pavone, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward, L. West

No: 0

Abstain: 0

AP - Motion: B. Bryant / G. Phelan

Discussion:

Yes: 21 - H. Alvarez, L. Bradbury, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, A. Fox, K. George, C. Hite, M. McGill, B. Murtha, T. Passage, G. Phelan, C. Pavone, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward, L. West

No: 0

Abstain: 0

BP - No changes were made

Motion: B. Bryant / G. Phelan

Discussion:

Yes: 21 - H. Alvarez, L. Bradbury, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, A. Fox, K. George, C. Hite, M. McGill, B. Murtha, T. Passage, G. Phelan, C. Pavone, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward, L. West

No: 0

Abstain: 0

5. *AP 4610 Instructional Service Agreements [10]

The language was revised to include approval of new procedures and is legally required.

Motion: B. Bryant / G. Phelan

Discussion:

Yes: 21 - H. Alvarez, L. Bradbury, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, A. Fox, K. George, C. Hite, M. McGill, B. Murtha, T. Passage, G. Phelan, C. Pavone, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward, L. West

No: 0

Abstain: 0

6. *BP/AP 411 Awarding of Posthumous Degrees [15]

(review for approval of new board policy and procedures) These are local policies. The language was revised to clarify that point about the residency requirements. J. Tuan stated that as it is written, we are awarding a degree, not a diploma. Faculty wanted to add language in the AP clarifying that instructors could issue grades based on satisfactory work completed at the time of death to enable the degree to be awarded. Faculty requested that we revise the AP to clarify the language. Both the AP and the BP were tabled to clarify the language in the AP before voting. A request was made to table this item so that the language can be revised.

Motion to Table this Item: B. Bryant / G. Phelan

Discussion:

Yes: 20 - H. Alvarez, L. Bradbury, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, A. Fox, K. George, C. Hite, M. McGill, B. Murtha, T. Passage, G. Phelan, C. Pavone, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward, L. West

No: 0

Abstain: 1 - J. Tuan

7. *AP&P Curriculum Summary Report [15] (Manolo)

(review for approval of March 12, 2019 curriculum report)

Motion: B. Bryant / G. Phelan

Discussion:

Yes: 21 - H. Alvarez, L. Bradbury, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, A. Fox, K. George, C. Hite, M. McGill, B. Murtha, T. Passage, G. Phelan, C. Pavone, A. Restrepo, T. Roepke, M. Segura, V. Tobin, J. Tuan, N. Ward, L. West

No: 0

Abstain: 0

8. *AP 7310 Favoritism [20]

(review for approval of new procedures) This item was moved to be an Information item.

INFORMATION

9. President's Remarks [15] (Allegre)

The 16-week compressed calendar committee will be coming to talk to the Senate and share models. We will be getting a better picture of the implications. The Planning Retreat is this Friday ;if you would like to attend, let M. Allegre know. We only have one meeting scheduled in March due to spring break.

10. *LOAC Assessment Brochure Update [10] (West, Butler)

L. West introduced Steven Butler, the new analyst for LOAC. The brochure was updated, and items were added that include a checklist and tips on how to streamline assessments. They changed the language to let faculty know that there is PD available each semester.

11. Course Enrollment Maximums [15]

This group met with Senate Exec recently and discussed the different groups that have given input to the task force. The goal was to establish course maximums based on pedagogy– what are the best learning guidelines for students to succeed. The course maximums should not be determined by the facilities cap, how big the room is. The task force is continuing to work on this, and it will be going to department chairs for input. The members looked at what other schools have done and have made progress with this project.

The BP/AP 7310 Favoritism is still being revised. The current BP was adopted by the Board of Trustees last November. The AP was proposed by the District. Previously Senate and the district agreed that we do not need an AP. Subsequently, Trustee Hall stated that he wanted an AP, which was drafted by the HR Council. This draft AP repeats policy language but with greater restriction than in the BP and includes much of the language Senate objected to in the past. Because of this Senate Exec rejected this draft language and suggested that we refer back to the League templates for Nepotism to provide language for the AP. The language is broad enough to cover all employees and aligns with government code. This item is going back to the HR Council for review.

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