

# ALLAN HANCOCK COLLEGE

## Academic Senate Meeting

Minutes for Tuesday, October 5, 2021

4:00 – 6:00 p.m.

Zoom Meeting: <https://hancockcollege.zoom.us/j/95506515929>

**AS PRESIDENT:** A. Restrepo

**VOTING MEMBERS PRESENT:** H. Alvarez, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, C. Hite, M. Hull, A. Koch, G. Marquez, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

**STUDENT REPRESENTATIVE:** J. Rayas

**GUESTS:** D. DeGroot, L. Manalo, R. Curry, A. Caddell, D. Vasquez, R. Hall

1. Call to Order [2] (AR)
2. Public Comments [3-minute limit per individual]  
none
3. Rollcall.
4. Approval of Minutes from 8/24/21, 8/31/21 and 9/7/21 \* [10] (NW)

**Motion: 8/24/21: A. Koch / R. Bryant**

**Discussion:** A. Fox asked if revise “solid” change to “strong” objection. M. Arvizu change to “interim” Dean – already began appointment in September.

**Yes: 21** - H. Alvarez, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, A. Fox, H. Elliott, K. George, A. Gomez de Torres, C. Hite, M. Hull, A. Koch, G. Marquez, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

**No: 0**

**Abstain: 1** - Cl. Diaz

**Motion: 8/31/21: R. Bryant / T. Roepke**

**Discussion:**

**Yes: 21** - H. Alvarez, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, C. Hite, M. Hull, G. Marquez, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

**No: 0**

**Abstain: 1** - A. Koch

**Motion: 9/7/21: R. Bryant / A. Koch**

**Discussion:**

**Yes: 21** - H. Alvarez, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, C. Hite, M. Hull, A. Koch, G. Marquez, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

**No: 0**

**Abstain: 0**

5. **President's Remarks [5] (AR)**

Restrepo acknowledged the passing of K. Adams and her memorial service on campus today. "We lost a senator, a colleague, and an important force in our community. She will be missed immensely." A moment of silence followed.

A. Restrepo asked senators to please contact Senate Exec if they needed an item on the agenda, especially urgent. The Brown Act requires the agenda be published at least 72 hours before the meeting. He mentioned many requests for faculty to participate in councils and committees at the last meeting and acknowledged that the faculty's service and participation are appreciated. Restrepo reminded faculty that appointments are made by Senate Exec and asked faculty to please get in touch with ASE directly to volunteer - not the council co-chairs. Our student representative is J. Rayes. A. Restrepo asked that even though the student representative is not allowed to vote at the senate, he would like to have their voice recorded as "I concur, or I do not concur." The last day to register for the fall ASCCC plenary is 10/31/21 that is being held on 11/6/21 is virtual again this year. Please consider attending - any senator is invited to attend to see governance at the state level. You can apply for PD funding for this event.

Due to an error on today's agenda, we need a motion to correct the Consent item listed below. BP/AP 4020 should be 4240.

**Motion: BP/AP 4020 Academic Renewal should be changed to read BP/AP 4240: R. Bryant / M. Segura**

**Discussion:**

**Yes: 22** - H. Alvarez, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, C. Hite, M. Hull, A. Koch, G. Marquez, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

**No: 0**

**Abstain: 0**

**CONSENT**

*Request senate to approve updates to board policies and administrative procedures vetted by Senate Exec (Summer 2021). [10] (ASE, J. Tuan)*

6. BP/AP 4010 Academic Calendar
7. BP/AP ~~4020~~ 4240 Academic Renewal (corrected, see Motion Above)
8. BP 5010 Admissions
9. BP/AP 5070 Attendance Accounting

**Motion to approve items #6, #7, #8, #9: R. Bryant / A. Koch**

**Discussion:**

**Yes: 22** - H. Alvarez, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, C. Hite, M. Hull, A. Koch, G. Marquez, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

**No: 0**

**Abstain: 0**

**ACTION ITEMS**

10. **BP/AP 3715 Intellectual Property \* [15] (B. Curry/J. Raybould-Rogers)**

– *New board policy and administrative procedure on intellectual property.*

B. Curry explained that this is a new, legally required policy. Intellectual property rights describe the rights that faculty already legally have. N. Ward asked about the rights to information published on Canvas - our Learning Management System (LMS.. R. Curry pointed out that works published on Canvas belong to faculty. L. Manalo inquired about the property rights of students. R. Curry clarified that all rights belong to the creator.

**Motion: R. Bryant / A. Koch**

**Discussion:**

**Yes: 22** - H. Alvarez, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, C. Hite, M. Hull, A. Koch, G. Marquez, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

**No: 0**

**Abstain: 0**

**11. BP/AP 4222 Remedial Coursework \* [5] (B. Curry/J. Raybould-Rogers)**

– *Proposed changes and/or updates to this board policy and administrative procedure.*

This policy was revised to address the use of placement tests as a result of AB 705.

**Motion: R. Bryant / T. Roepke**

**Discussion:**

**Yes: 22** - H. Alvarez, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, C. Hite, M. Hull, A. Koch, G. Marquez, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

**No: 0**

**Abstain: 0**

**12. Return to Campus Resolution \* [15] (ASE/All)**

– *Review resolution proposed at AS Special Meeting on 8/24/21*

R. Restrepo shared that K. Adams was the last one to edit this resolution. A. Fox asked if we needed to add language to address the newly approved MOU. K. Runkle suggested that at the top of the resolution, we state, “This resolution captures the recommendations made by the Academic Senate to the district as spoken by faculty and students at the Academic Senate Special Meeting on 8/24/21.”

M. Arvizu-Rodriguez suggested a revision to the resolution: Be It Further Resolved... the Allan Hancock College Academic Senate urges the District to add 12-week distance education (synchronous and asynchronous) to the Fall 2021 course offerings immediately. L. Campos asked to keep spring 2021 in the resolution. L. Manalo suggested that “distance learning” be revised to “distance education.” J. Tuan suggested that we keep it in fall 2021 and consider this for future practice. H. Elliot suggested a friendly amendment to accept the whole document include spring 2022, to keep it within the spirit of the resolution

**Motion approved with edits: R. Bryant / M. Arizu-Rodriguez**

**Discussion:**

**Yes: 20** - H. Alvarez, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, H. Elliott, A. Fox, A. Gomez de Torres, C. Hite, M. Hull, A. Koch, G. Marquez, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

**No: 1** - Cl. Diaz

**Abstain: 1** - K. George

## **INFORMATION (FOR FUTURE ACTION/APPROVAL)**

### **13. BP/AP 7218 Selection of Department Chair \* [5] (T. Roepke)**

*– Alteration to the AP allowing for the part-time representative to vote for department chair.*

This policy revision was presented at the May 2021 meeting and was brought back as an information item because we have new senators. We will plan to have no information items that have subsequent action at first AS meeting of the fall. T. Roepke shared that the change would allow one appointed PT faculty to vote for the department chair in each department. R. Bryant stated that faculty have more responsibilities and asked about the inequity in responsibility between the two. J. Scarffe wanted to remind AS colleagues that most PT faculty are underpaid and underappreciated, and we should treat them as equals. A. Gomez shared that PT faculty were involved in PLO and CLO development and assessment and wanted to recognize the time and effort contributed to disciplines. Cl. Diaz asked if how the PT faculty are appointed. T. Roepke stated that the union appoints the PT faculty. M. Segura shared that the appointment goes through a process. L. West shared that faculty and students depend on PT. J. Rayes spoke on behalf of her role as a student representative that students want all faculty to be supported. Please share this with your department for a vote next meeting.

### **14. BP/AP 4021 Program Vitality \* [10] (B. Curry/J. Raybould-Rogers)**

*– Proposed changes and/or updates to this board policy and administrative procedure.*

R. Curry shared that BP/AP is due for a 5-year review and needs to be updated. Edits include changing the dates to make it easier to accomplish within the academic year. FA did not have input on this at the Council level; they will have an opportunity to provide information on this at College Council. Please share this with your department for a vote next meeting.

### **15. Modification to the “Establishment and Modification of Course Enrollment Maximums” document. \* [5] (AR/B. Curry)**

*– Adding clarifying language. To the document to establish a connection to the Class Schedule.*

The Course Enrollment Maximums (CEMS) committee edited the document to list how CEMS are established in the course schedule. A. Restrepo shared that the CEMS will reside in Curricunet. The course caps appear in the course schedule. The language clarifies what will appear in the class schedule – the lowest number published: the CEM or the room capacity. L. Manalo asked who will house this policy and how we update this if new courses are proposed. A. Restrepo suggested that institutional policies that affect faculty might be housed on the Academic Senate website. R. Curry suggested that this information become an element in the Course Outline of Record. L. West if the group had considered the impact of course modalities and course capacity. N. Ward suggested that the CEM forms be listed on the Curriculum web page. Please share this with your department for a vote next meeting.

### **16. Library Collection Development Policy –Print periodicals. [5] (T. Passage)**

*– Library seeking input regarding a collection development policy change.*

T. Passage asked faculty to share to discuss with their departments the email sent to all faculty about the library needing clarification on what periodicals and journals faculty are no longer using and what scholarly periodicals can move to digital versions. He stated that nothing that gets used in classes will get removed. They are trying to determine what kind of print documents can be moved to digital. A. Fox asked if they could add any, the response was yes. Share this with your department and respond to K. Cohn.

**17. Technology Master Plan Goals \***

*– Request for faculty participation in the development of goals to guide technology decisions for the next six years. [5] (AR)*

The technology master plan that will guide future decisions and be in place for the next five years is currently being developed. Most Master Plans begin with a list of goals and initiatives that faculty would like to see considered. A suggested list of goals as recommended by A. Specht is missing a vision from the faculty's point of view. A. Koch asked if this included software and apps that faculty can use in the classroom. A. Restrepo responded positively; we should be thinking forward to teaching and learning in more productive ways: high-level, mid-level, and lower-level learning. There will be upcoming summits to contribute to this document. Please ask faculty in your department to participate in the development of this document. They can mail A. Restrepo or A. Specht.

**REPORTS (NON-ACTION ITEMS)**

**18. Council/Committee Reports [5]**

T. Roepke stated that the HR Council will be meeting this Thursday and may be addressing BP/AP 7120

**19. Adjourn**

\* Documents available on Senate SharePoint.