

INFORMATION

1. MEETING CALLED TO ORDER: 4:04

MEMBERS PRESENT: Allegre, M.; Alvarez, H.; Auten, D.; Aye, T.; Baker, R.; Bierly, G.; Blanchard, D.; Derry, J.; Diaz, C.; Elliott, H.; Estrada, P.; Kopecky, S.; Lucas, A.; McGuire, P.; Mesri, B.; Miyahara, L.; Morris, J.; Owen, G.; Reardon, S.; Scarffe, J.; Ward, N.; Wise, A.

GUESTS: Cater, Q. (student); DeGroot, D.

2. PUBLIC COMMENT: A. Lucas announced the choir's Spring Concert, "Spirituals to Motown," at 7:30 on May 7 at the First United Methodist Church in Santa Maria. Tickets are \$8. The Allan Hancock College Singers will be performing a fifteen-minute rehearsal concert in Building A on May 5 at 2 pm.

3. ADMINISTRATIVE STRUCTURE AND POLICY PRESENTATION: Dr. Walthers presented an AHC Cabinet Structure plan that emerged from spring All Staff Day discussions. The new Cabinet structure focuses on a different topic each Tuesday: institutional effectiveness, Admin Team, institutional advancement, student success and support. Senate Exec members are invited to attend the discussions on the three Tuesdays that institutional topics are discussed. The big gap reflected in the discussions and analysis of the current administrative structure is in the area of institutional effectiveness, especially in light of new mandates from the Chancellor's Office, ACCJC, and the federal government for coordinated analysis of data. The college Office of Research and Planning has been focused on reporting of data, not original research and analysis. The Institutional Effectiveness Council has not received sufficient administrative support for some time. A vice president of institutional effectiveness would support enrollment management, CTE (tracking into the workforce), 3SP/Equity, program review, grants and would oversee the Learning Outcomes Analyst (J. Robertson), Research Analyst (A. Cortez), plus a new student equity-funded analyst. Santa Barbara City College has a new Executive Vice President of Institutional Effectiveness. At AHC such a position would be cost neutral, funded by savings generated by restructuring and retirements. We may be able to do something similar for faculty with the late retirements this year by funding one-year temporary faculty in areas of high need until these positions can go through prioritization. Dr. Walthers will manage institutional advancement functions through his office. If the new vice president's job description moves through the consultation process and is approved by the board in April, a candidate's name could be presented to the board in June. Names will go to the board in May for the VPAA and VP of Finance & Administration. The current vice presidents' job descriptions have

been updated and made much more general. HR now reports to Vice President Hernandez. Also changing BP for administrators: for educational administrators, removing guaranteed retreat rights but grandfathering in current administrators by putting these rights in their contracts; any faculty who have become administrators will retain that right. Classified administrators will now be on contracts as well.

ACTION

4. MINUTES: **(M, McGuire, S Wise)** *The minutes of March 10, 2015, were approved with one abstention (20-0-1).* **AYES:** Allegre, M.; Alvarez, H.; Auten, D.; Aye, T.; Baker, R.; Bierly, G.; Blanchard, D.; Derry, J.; Diaz, C.; Elliott, H.; Estrada, P.; Kopecky, S.; Lucas, A.; McGuire, P.; Mesri, B.; Miyahara, L.; Reardon, S.; Scarffe, J.; Ward, N.; Wise, A. **NOES:** None. **ABSTENTIONS:** Morris, J. The minutes of March 24, 2015, were distributed for review and approval at the next meeting.

5. RECOMMENDED DL DISCLOSURE FROM STUDENT LEARNING COUNCIL: M. Allegre, co-chair of the Student Learning Council, explained that the Distance Learning Committee and the council were tasked with creating a disclosure that addressed the concerns expressed at the last senate meeting regarding expectations for technology use but specifically applicable to online students. Senate would be developing a different disclosure for students enrolling in onsite (face-to-face) classes. The council developed the following general statement to be prominently placed so that students will see it prior to enrolling:

*Distance learning classes are classes in which all or part of the instruction occurs online. Students who enroll in these classes are required to have regular and reliable access to a computer with internet connectivity. Computers for student use are available in the Open Access Computer Lab as well as the Computer Resource Centers in Santa Maria and Lompoc. **Click on the CRN to read additional requirements for individual courses.***

(M McGuire, S Ward) to approve the disclosure statement for online students. Approved unanimously (21-0-0). **AYES:** : Allegre, M.; Alvarez, H.; Auten, D.; Aye, T.; Baker, R.; Bierly, G.; Blanchard, D.; Derry, J.; Diaz, C.; Elliott, H.; Estrada, P.; Kopecky, S.; Lucas, A.; McGuire, P.; Mesri, B.; Miyahara, L.; Morris, J.; Reardon, S.; Scarffe, J.; Ward, N.; Wise, A. **NOES:** None. **ABSTENTIONS:** None.

6. SUPERINTENDENT/PRESIDENT ACADEMIC SENATE EVALUATION MODIFICATION: M. Allegre explained that the committee reviewed the process and feedback from last year's evaluation and made recommendations to revise the instrument which shortened the survey and improved the process—for example, by providing a “don't know” option. The survey was introduced and shared at the last meeting. **(M Auten, S Reardon) to adopt the new instrument as revised.**

- Approved unanimously (21-0-0).** **AYES:** Allegre, M.; Alvarez, H.; Auten, D.; Aye, T.; Baker, R.; Bierly, G.; Blanchard, D.; Derry, J.; Diaz, C.; Elliott, H.; Estrada, P.; Kopecky, S.; Lucas, A.; McGuire, P.; Mesri, B.; Miyahara, L.; Morris, J.; Reardon, S.; Scarffe, J.; Ward, N.; Wise, A. **NOES:** None. **ABSTENTIONS:** None.
7. BP/AP 3720 COMPUTER AND NETWORK USE: Technology Council Co-Chair A. Restrepo came to clarify any questions or issues. This used to be BP 8990, Electronic Communications, last reviewed in 2001. H. Elliott asked if there was anything in particular senators should be concerned with. Restrepo said he saw nothing in the board policy that is problematic, but the administrative procedures, which senate will see next time, will require careful scrutiny. These deal with privacy as well as intellectual property and overlap with other policies. **(M McGuire, S Blanchard) to approve the proposed BP 3720. Approved unanimously (21-0-0).** **AYES:** Allegre, M.; Alvarez, H.; Auten, D.; Aye, T.; Baker, R.; Bierly, G.; Blanchard, D.; Derry, J.; Diaz, C.; Elliott, H.; Estrada, P.; Kopecky, S.; Lucas, A.; McGuire, P.; Mesri, B.; Miyahara, L.; Morris, J.; Reardon, S.; Scarffe, J.; Ward, N.; Wise, A. **NOES:** None. **ABSTENTIONS:** None.
8. AP 5075 ADDS, DROPS, WITHDRAWALS: H. Alvarez presented a revision from Student Services Council on this AP with a slight modification of senate's proposed language. Students wanted instructors to be *required* to add students if there were available spaces, so the language was changed from "is encouraged" to "there is an expectation...subject to class size limits." There also was a statement added about diversity and equal access, and a senator asked whether this meant we should ignore wait lists to promote diversity. H. Alvarez said no, the wait list should be honored. Another senator asked what the term "expectation" meant; students don't understand that there are waitlists or class limits. G. Bierly suggested "instructor may add students based upon wait lists and class size limits." **Alvarez asked senators with concerns to contact him with suggested language.**
9. BP/AP 7501 FACULTY INTERNSHIPS: D. DeGroot reminded senators of past discussions about equivalency and the difficulty of finding qualified instructors in some disciplines. This situation has brought renewed interest in faculty internships, but the policy has not been reviewed in a while. Due to time constraints the topic was postponed until the next meeting.
10. AP 3420 EEO RECOMMENDED CHANGES: Parts of this have been reviewed before, but today we are recommending a change to the composition of the committee and faculty representation. Administrative appointees on administrative hiring committees may exceed ten, but faculty are limited to three regardless of the number of administrators appointed to the committee. The HR Director suggested proportionate representation—a minimum of three but not less than 30%. **(M Morris, S Miyahara) to approve proposed revision to**

AP 3420 to add proportional faculty representation of 30% to administrative hiring committees. Approved unanimously (21-0-0). AYES: Allegre, M.; Alvarez, H.; Auten, D.; Aye, T.; Baker, R.; Bierly, G.; Blanchard, D.; Derry, J.; Diaz, C.; Elliott, H.; Estrada, P.; Kopecky, S.; Lucas, A.; McGuire, P.; Mesri, B.; Miyahara, L.; Morris, J.; Reardon, S.; Scarffe, J.; Ward, N.; Wise, A. **NOES:** None. **ABSTENTIONS:** None.

11. PRESIDENT'S REMARKS:

- *Council Co-Chairs Compensation:* Many council co-chairs have resigned due to the workload and lack of administrative support. Senate Exec has had conversations with Kevin about the message this sends about how the contributions of faculty are valued.
- *AP & P Chair:* S. Gelpi Ramirez had planned to continue performing these duties, but that was contingent on team teaching, which has not worked out. She is still department chair and will be serving on Senate Exec. No one is willing to run for chair because the committee does not believe the district will follow through with the MOU extending the current structure and compensation for another year.
- *Resource Allocation Process:* Senate Exec discussed with Dr. Walthers what this process should look like going forward; it should drive budgeting, not the other way around. This discussion will continue at College Council.
- *Hiring Calendar:* Vice President, Academic Affairs interviews are scheduled for April 27 and 28, with second interviews and a public forum on April 29. Candidates for the Vice President, Finances and Administration will be interviewed May 4 and 5, with the second interviews on May 6 and no public forum. The interviews for the dean position will occur on May 11 and 12, with the second interviews on May 13.

12. ADDITIONAL BOARD POLICIES FROM STUDENT SERVICES COUNCIL: Co-Chair H. Alvarez distributed a draft list of board polices and administrative procedures with 10+1 implications currently under review by the council. The list is posted on the portal. ***Alvarez is asking senators to ask their departments for feedback and to provide that feedback to the student services person with primary responsibility for that BP or AP as identified on the list.***

13. BA DEGREE AT AHC: G. Owen reminded senators that in fall there was a taskforce that looked at the desirability of offering a BA degree. Concerns and questions were identified, but due to the timeline we agreed to submit a proposal for the state BA pilot program with the understanding that should it be approved we would address those concerns and decide whether or not it was

advisable to go ahead with it. L. Sanchez, vice president of academic affairs at the time, selected the program, which was not chosen as one of the pilots. The Academic Senate never approved of or took a position on the selection of any program or offering a bachelor's degree without further exploration and discussion.

14. BOOKSTORE TASKFORCE UPDATE: S. Kopecky reported that the taskforce will be meeting to hear presentations from the consultant on different options, including outsourcing.
15. DISTANCE LEARNING COMMITTEE MODULES: G. Bierly reported that the DL Committee previewed a number of training modules that Distance Learning Specialist F. Patrick has created. Each will take approximately an hour to complete and can be used for professional development credit. These will certify instructors in the technology and pedagogy of distance learning and address a key accreditation concern.
16. STATEWIDE ASCCC PLENARY REPORT: D. DeGroot and M. Allegre reported on their attendance at the spring plenary in Burlingame. A resolution passed supporting legislation on concurrent enrollment; the full list of approved resolutions is available at www.asccc.org. M. Allegre attended a session on the Institutional Effectiveness Initiative and said that senate should be involved in setting the goals to submit to the state by June 15, especially for successful course completion. ***This should be a topic for discussion at the next meeting.***
17. STUDENT SUCCESS SUMMIT REPORT: H. Alvarez, Student Services Council co-chair, and M. Allegre, Student Learning Council co-chair, reported that the summit was well attended. Morning presentations showcased high-impact practices from our own faculty, focusing on how to bring them to scale, and the afternoon session centered on DL and equity. Representatives from area high schools, Cal Poly SLO, and CSU Channel Islands participated.

ADJOURN 5: 38