

ALLAN HANCOCK COLLEGE

Academic Senate

Minutes for Tuesday, Feb 16, 201,
Boardroom (B100), 4:00 - 5:30 p.m.

1. Meeting called to order at 4:03 p.m.

AS PRESIDENT: M. Allegre

VOTING MEMBERS PRESENT: H. Alvarez, D. Auten, R. Baker, D. Blanchard, R. Bryant, A. Caddell, C. Diaz, C. Dutra, H. Elliott, P. Estrada, S. Kopecky, S. Kramer, P. McGuire, B. Mesri, J. Morris, M. Nelson, S. Reardon, T. Roepke, R. Seidenberg, Y. Teniente, V. Tobin, N. Ward

STUDENT REPRESENTATIVE:

GUESTS: Guests: M. Black, L. West, N. Meddings, L. Nazarenko, K. Underwood, L. Phillips, D. DeGroot

2. Public Comment

N. Ward announced that the Student Art Show is now at Ann Foxworthy Gallery and for the first time in the history of the Student Show has a display of digital animations and motion graphics projects from Multimedia and Graphics programs.

3. Bookstore Outsourcing (M. Black)

M. Black attended to answer questions regarding operations and expectations as the bookstore transitions to a private contract with Follett. Around 80 colleges contract with Follett. Bookstore operations will transition between 3/22/16 and 3/28/16 with a goal of balancing customer service while maximizing district interests. During the transition, vendor will buy most of the books required and general merchandize will go on sale. Questions regarding specialty supplies needed for art and engineering programs as well as availability of food/snacks for evening students were addressed. The contract with Follett states that they will continue to provide supplies specific to course requirements. The current contract with Testa Catering has exclusive rights to be the food vendor, although the College may be able to get an exemption to sell off hours. It was stated that we don't provide comparable services to night students, which is a student success issue. The College will look into making food available for evening students via the bookstore or carts. If you have any questions, you are advised to contact Tami York or Michael.

INFORMATION

4. President's Remarks

Almost all of the faculty hiring committees are currently in place.

K. Underwood spoke to Senate about a recent hiring committee issue that was "based on good intentions" but violated BP/AP 3420 EEO policy. An administrator appointed a faculty member to "round out" a hiring committee instead of standard procedures which require Senate to appoint faculty. The

options are to leave the faculty member on the hiring committee or to pull them off. HR will communicate with the faculty member to let them know. Senate Exec made 3 appointments and reached out to all areas of instruction and no one from instruction volunteered. M. Allegre stated the outcome was good, just not the process.

An update on concurrent enrollment was given. Recently, a meeting with area high schools had taken place that went well and the high schools present indicated that they are very interested. R. Rantz presented preliminary assessment data that was optimistic about the results of the pilot. He reiterated Senate's concerns that faculty takes control of course rigor and stated that this project will be ramped up slowly in the future.

Another committee member is needed on the Enrollment Management committee that meets at 12:30 on Thursdays.

Request: Please let M. Allegre know if you are interested

An update on the Academic Dean hires. AHC is hiring 3 permanent Deans that replace ones that have retired or have moved into other positions. There will be one group hiring committee for the hiring process. She requested an expanded faculty presence on committee and has reached out to departments to get volunteers. This hiring committee needs faculty from several areas. The interviews will be held 5/12 and 5/13. The final screening is 4/29. AS Exec anticipates that 5 to 7 faculty should be on that committee.

Request: Please report this to your department and have them email M. Allegre if interested.

IEPI CTE DATA Unlocked Workshop funding is available. See flyer.

Margaret Lau is taking over the CTE Dean, with Vice President Railey handling evaluations and program review

Next Tuesday, 2/23 an Accreditation review will take place that is being coordinated by AS. Email invitations have gone out. Please RSVP, lunch is included. Groups will be formed and specific standards relating to AS will be reviewed and reported on.

Request: Please attend and come early.

5. Revising SLO's/Unmapping Basic Skills (L. West)

Learning Outcome and Assessment Committee – Academic Affairs (LOAC-AA) SLOs Coordinator L. West presented issues that arose from mapping Basic Skills to ILOs. Basic skills courses do not count toward a degree, they are designed to help students get on track toward getting a degree. Currently, all courses outcomes (CSLO's) must be mapped to a program learning outcome (PSLO) and an institutional learning outcome (ILO). LOAC-AA is asking that the map between basic skills CSLOs and ILOs be removed or changed. The concern is that the data collected from those courses is different than what they want to analyze regarding the ILO's and really skews the overall ILO data, especially #5 Qualitative Literacy and #8 Personal Responsibility & Development. Data for these two ILO's for Basic Skills courses have a success rate that is much lower than non-basic skills courses.

Options were presented to Senate with a request to remove all mapping for Basic Skills courses. It represents a small number of courses overall that are not mapping to the ILO and stated that the institutional assessment plan will need to be edited. M. Allegre inquired about whether the ILO's were created with the intention to include all of our students, with differences in breadth and depth of mastery; the ILOs included the statement that the *breadth and depth of experience and proficiency that any individual student may reach in each of these outcomes is, of course, dependent upon the student, his or her program or course of study, and his or her length of college attendance*. Many of our students are basic skills students and are not here to earn a degree or certificate. L. West stated that they are

going out to departments now. M. Allegre suggested that progressive measures may work better. L. West will present the how to change a SLO in future department meetings.

Request: LOAC was advised to consult with affected departments with Basic Skills courses. All faculty should check SLO's on Curricunet for errors and make changes if necessary. Do it now, because Curricunet is the official document for SLO's.

6.* Instructional Equipment Prioritization (Meddings/Nazarenko)

N. Meddings/L. Nazarenko attended to share the current list of Equipment Prioritization approvals. There were over \$845,400 initial requests and over \$273,000 were funded. Departments that had a lot of requests had to be prioritized first within the department. The list was color coded. Requests in red were dismissed due to funding through other sources (STEM, SB 1070, Facilities Emergency Fund, Prop 39, Boyd Foundation Funds, etc.) Requests in green represent 1st round of prioritizations that were approved with the criteria of safety and compliance in mind, Yellow requests represent the 2nd round of approvals that were aligned with program reviews and annual updates or extenuating circumstances.

Next year there could be more available from the Governors office. Keep in mind that TAC funds are going away, and CTEA Perkins funds are dwindling. S. Gelpi-Rameriz stated that faculty should keep equipment needs in mind that when completing your annual update and that you should be thinking forward to the next EP cycle.

M. Allegre and N. Ward attended the Deans' meeting, but the prioritization recommendations had already been made.

ACTION

7. *Approval of Minutes: The minutes of December 1, 2015 were approved

Motion: Approval of the minutes for 12-1-15 (Mesri/Blanchard)

Discussion: none

Yes: H. Alvarez, D. Auten, R. Baker, D. Blanchard, R. Bryant, A. Caddell, C. Diaz, C. Dutra, H. Elliott, P. Estrada, S. Kopecky, S. Kramer, P. McGuire, B. Mesri, J. Morris, M. Nelson, S. Reardon, T. Roepke, R. Seidenberg, Y. Teniente, V. Tobin, N. Ward

No: 0

Abstain: 0

Minutes for the February 2, 2015 meeting will be reviewed and approved at the next meeting.

8. *Distance Learning Rubric (Patrick)

Motion: Approval of the Distance Learning Rubric that aligns with the Online Exchange Initiative OEI (Auten/Blanchard)

Discussion: Questions about Hancock moving to Canvas CMS and would it affect this. F. Patrick responded that it would not.

Yes: H. Alvarez, D. Auten, R. Baker, D. Blanchard, R. Bryant, A. Caddell, C. Diaz, C. Dutra, H. Elliott, P. Estrada, S. Kopecky, S. Kramer, P. McGuire, J. Morris, T. Roepke, R. Seidenberg, Y. Teniente, V. Tobin, N. Ward

No: 0

Abstain: 3 B. Mesri, M. Nelson, S. Reardon

9. *BP/AP 5070 Attendance Accounting (Alvarez)

Motion: Approve the draft revisions to BP/AP 5070 Attendance Accounting (P. McGuire/R.

Baker)

Discussion: none

Yes: H. Alvarez, D. Auten, R. Baker, D. Blanchard, R. Bryant, A. Caddell, C. Diaz, C. Dutra, H. Elliott, P. Estrada, S. Kopecky, S. Kramer, P. McGuire, J. Morris, T. Roepke, R. Seidenberg, Y. Teniente, V. Tobin, N. Ward

No: 0

Abstain: 0

10. *BP/AP 5031 Instructional Materials (Alvarez)

Motion: Approval to revised BP/AP 5031 (McGuire/Mesri)

Discussion: none

Yes: H. Alvarez, D. Auten, R. Baker, D. Blanchard, R. Bryant, A. Caddell, C. Diaz, C. Dutra, H. Elliott, P. Estrada, S. Kopecky, S. Kramer, P. McGuire, J. Morris, T. Roepke, R. Seidenberg, Y. Teniente, V. Tobin, N. Ward

No: 0

Abstain: 0

11. * AP 4022 Course Approval (Rameriz-Gelpi/DeGroot)

Motion: Approval to revised BP/AP 4022 (Mesri/Auten)

Discussion: none

Yes: H. Alvarez, D. Auten, R. Baker, D. Blanchard, R. Bryant, A. Caddell, C. Diaz, C. Dutra, H. Elliott, P. Estrada, S. Kopecky, S. Kramer, P. McGuire, J. Morris, T. Roepke, R. Seidenberg, Y. Teniente, V. Tobin, N. Ward

No: 0

Abstain: 0

12. * BP 7211 Equivalency to Minimum Qualifications (Montanez-Rodriguez) – HELD OVER

Motion:

Discussion:

Yes:

No:

Abstain:

13. * BP/AP 3720 Computer and Network Use (M. Allegre)

Motion: (Auten/Tobin)

Discussion: none

Yes: H. Alvarez, D. Auten, R. Baker, D. Blanchard, R. Bryant, A. Caddell, C. Diaz, C. Dutra, H. Elliott, P. Estrada, S. Kopecky, S. Kramer, P. McGuire, J. Morris, T. Roepke, R. Seidenberg, Y. Teniente, V. Tobin, N. Ward

No: 1 A. Caddle

Abstain: 0

13. Meeting adjourned at 5:34 p.m.

Minutes respectfully submitted by N. Ward, AS Secretary

*documents on Senate group site

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