

ALLAN HANCOCK COLLEGE

Academic Senate

Minutes for Tuesday, October 4, 2016
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, D. Auten, G. Bierly, D. Blanchard, A. Caddell, R. Bryant, P. Estrada, B. Friedrich, A. Lucas, H. Elliot, B. Mabry, J. Morris, D. Passage, S. Reardon, K. Runkle, R. Seidenberg, J. Tuan, V. Tobin, N. Ward, L. West,

STUDENT REPRESENTATIVE: Jade Fuller

GUESTS: Sofia Rameriz-Gelpi, Dave DeGroot, Mayte Solis, Larry Manalo

2. Public Comment:

3. Noncredit Education and AEBG [15] (Ramirez-Gelpi)

The Community Education mission is the same as the one for the main campus; noncredit courses are offered in the following 10 instructional areas: Basic Skills, Citizenship, English as a Second Language, Family and Consumer Sciences, Health and Safety, Parenting, courses for Older Adults, courses for Adults with Disabilities, Short-Term Vocational, and Workforce Preparation. There are many free courses that serve as a gateway into credit programs. Fee-based courses can serve as a vehicle for testing curriculum. Noncredit generates apportionment, fee-based courses do not. Currently they serve over 9,000 students in 43 different locations. State sees the benefit with noncredit education with implementation of AB86. AB104 is the implementation mechanism to try to build a pathway to for students to transition from noncredit to credit programs. Community Ed is looking for faculty to build noncredit programs and courses in Vocational Pathways, Basic Skills / ESL Pathways and Career Development areas. Faculty get paid the same pay, the courses work toward your load and money is available to fund course/program development. Enrollment minimums are the same as are currently implemented. Faculty are encouraged to consider developing course offerings in Community Education and should contact Sofia Ramirez-Gelpi with questions.

ACTION

4. *Approval of Minutes [5] (Ward)

Minutes from September 6, 2016

Motion: S. Reardon, P. Estrada

Discussion:

Yes: 19

No: 0

Abstain: 1 - L. West

5. BSI Report [10] (Solis/Meddings)

This was a report about the state's approval of final Basic Skills Initiative Report. The committee is still accepting proposals for spring 2017 to improve the outcomes of basic skills students and ESL students.

There is new funding for 2017-2018 and the allocation will be greater, but with additional qualifiers for that funding.

Motion: D. Blanchard/D. Passage

Discussion:

Yes: 20

No: 0

Abstain: 0

6. *Human Services New Discipline Approval [10]

Cuesta College is soliciting our support for a “second” on a proposal to create a new discipline in Family Studies/Human Services Department for the CCCCO Minimum Qualifications Disciplines’ list. By passing this proposal it would allow them to take it forward to State Academic Senate.

Motion: D. Auten/B. Bryant

Discussion:

Yes: 19

No: 0

Abstain: 1 - P. Estrada

INFORMATION

7. President’s Remarks [15] (Allegre)

There is a student housing proposal that has been approved by the Board of Trustees that supports moving forward to get RFP’s for this project. The proposal includes a field trip, selection of applications and development of a taskforce. D. Passage mentioned that this was done about 6 years ago and they discovered that no developer was interested. There is interest amongst the Board to pursue this. This project is at no cost to the district. Senate needs to identify a member who wants to serve on this taskforce.

The Planning Retreat has been moved to the spring semester, February 24th, 2017 due to the QFE and work related to that. This will be a one-day event on the main campus and will involve all constituency groups. A question arose about the opportunity to look at priorities, which was affirmed.

There have been questions about faculty hiring and replacing retirements this year. ASE has been meeting with the President to discuss the criteria to determine which positions will be replaced. The President stated that replacements of retirees may not be automatic and the position may require an examination of the program.

- Accreditation Update

The Accreditation team’s unofficial report states that there are recommendations for improvement that include – demonstration of a link between program reviews, annual updates and resource allocation. They noted that some program reviews and annual updates are not current. They also want the college to address the availability of some services for evening and online students.

The recommendations to meet the standards include updating curriculum. Specifically, there are 218 courses have not been reviewed recently. Some courses are in programs that do not have full-time faculty to do the review, but the team did not care about that. Some are courses that should have been moved into the Sunsetting process.. There is funding available for part-time faculty to do course review. These courses need to be reviewed and moved through AP&P as soon as possible. We only have 5 weeks to get this done.

Another issues is that evaluations have not been regularly completed for staff and faculty. Also accreditation standards require that the utilization of SLO results should be a component of the faculty evaluation. We need to determine how to best address that standard.

We also received a recommendation to meet the standard regarding Distance Learning, where we were not able to provide adequate evidence of instructor- initiated contact. and meeting federal requirements for monitoring such contact. There were some issues with distance course approvals through Curricunet which AP & P is working on. Other issues involved processes and documentation of evaluating regular and substantive instructor-initiated contact. D. DeGroot stated that every DL course COR has to be pulled from Curricunet and reviewed. L. Manalo stated that the DL courses mention “Blackboard” specifically and now that we are moving to Canvas, we need a system of reviewing CMS statements. There are tools to archive chats, tweets, etc. We are expecting the DL Committee to look into this and bring recommendations to Senate. There needs to be an instrument designed that shows contact from instructors to students and clarity as to what constitutes the minimum standard necessary.

8. * BP 4235 Credit by Exam [10] (DeGroot)

We approved AP 4235 last meeting. The League language has been updated and is general enough to be acceptable.

9. * BP/AP 3225 Institutional Effectiveness [5]

These are new policies that incorporate League language regarding measuring the goals of IEPI. Edits - BP needs to say “measurable” goals. AP needs to say “address” the goals.

10. *BP/AP 4226 Multiple and Overlapping Enrollment [10]

The BP needs clarification as to multiple vs overlapping enrollment. The AP also needs clarification regarding multiple vs overlapping enrollment. It has minor edits and clarification of signatures needed based on similar policies at other CC’s. Someone from SS Council should be part of the discussion on the edits.

11. *BP/AP 4240 Academic Renewal [10]

Take this back to your department. This is a legally required AP. We are required to offer a process but certain components are locally determined. There were questions about the number of terms that could be “alleviated”—it seems excessive. The policy is also stated in the catalog.

12. *BP/AP 4010 Academic Calendar [10]

Minor revisions for clarification to match our current process.

13. Other

Council and Committee Reports

SLC is working on Student Success Summit, topics may include OER.

14. Meeting adjourned at 5:50 p.m.

Minutes respectfully submitted by N. Ward, AS Secretary

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