

ALLAN HANCOCK COLLEGE

Academic Senate

Minutes for Tuesday, October 17, 2017
Boardroom (B100), 4:00 – 6:00 p.m.

1. Meeting called to order at 4:05 p.m.

AS PRESIDENT: M. Allegre

VOTING MEMBERS PRESENT: A. Caddell, G. Bierly, R. Bryant, C. Diaz, A. Fox, H. Elliot, B. Friedrich, B. Murtha, G. Phelan, T. Roepke, K. Runkle, J. Scarffe, J. Tuan, V. Tobin, K. Treur, N. Ward, L. West

STUDENT REPRESENTATIVE:

GUESTS: D. DeGroot, L. Manalo, B. Curry

2. Public Comment:

3. Top Code Alignment Project [5] (Margaret Lau)

M. Lau presented an overview of the Top Code Alignment project. This project is being funded and supported by SWP funds to correct top codes, SIP, COC, and SAM codes in CTE programs. The Code Alignment Project is a faculty-led process for examining the reporting codes (TOP, CIP, SOC, and SAM) that have been assigned to CTE courses and program awards, to ensure that they appropriately match the content of the curriculum. The project is led by the Academic Senate for California Community Colleges, working with the Chancellor's Office, the Centers of Excellence, and WestEd. The proper alignment of top codes impacts both Perkins and Strong Workforce Program allocations. Erroneous codes can jeopardize federal financial aid and veteran's benefits, because it may appear that your students are enrolled in programs that don't exist. Lastly, by aligning top codes, we can obtain clear documentation on target occupations and more specific information on the skills included in the program, which can support articulation. M. Girty and R. Andres have been developing a list of all program and course top codes. Graphics will be one of the programs. D. DeGroot mentioned that this is usually the responsibility of the administration and sees a benefit that our faculty are involved. Next steps are for us to come together to see which programs want to or should be involved. She agreed that faculty should get involved by reviewing this list and see if corrections need to be made. L. Manalo suggested that faculty consider the big picture in regards to employment for your students. The focus is on CTE programs and provides a context for Guided Pathways. It is important that you look at new jobs in your discipline and see if courses can align to these new jobs. Contact her if you are interested or have questions.

4. Noncredit Basic Skills [15] (Beckelhymer)

K. Beckelhymer presented the results from a study that came of the AEBG - the 2015 Adult Education Block Grant which analyzed the role of noncredit at Hancock. They discovered that in our district, only a large number of community members do not have a high school diploma. Only 26% of adult education/noncredit students have a high school diploma; 20% have an education level between seventh and ninth grades; 18% have completed only grades four through six, with some individuals even citing lower attainment levels. In north county, 23% of the population, or 52,413 individuals, are below the poverty line. The per capita income countywide is \$30,333 - Lompoc is \$19,851, Santa Maria is \$18,915 and Guadalupe is \$13,6475. The north county has 23% of the population that is below the poverty line. Another aspect of noncredit services are the indigenous farmworkers who makeup 17% of

the state's population and speak up to three different languages. Also, 26,000 (17%) of the state's 165,000 indigenous farmworkers and family members reside in the Santa Maria area.

The need is for full-time permanent instructors and appropriate staff. There is an increased need for jobs and CTE Training. One goal is to provide a pathway to higher education and jobs in the community. There is a ladder instruction of basic skills courses to increase student attendance and transition to credit courses.

ACTION

3. *Approval of Minutes (Ward)

Approval of the 9-19-17 minutes. Item #3 line 1, missing "meeting";

Motion: B. Bryant / G. Bierly

Discussion:

Yes: 14

No: 0

Abstain: 3 – A. Caddell, T. Roepke, C. Diaz

4. * SP Grade for Noncredit [15] (Ramirez Gelpi)

(consideration implementation of SP grade for noncredit) There was a question about the additional work to assess whether students are making gains in learning. A part-time faculty member voiced concerns and said that faculty in noncredit were not all in agreement. Questions came up regarding if it could only be applied to the courses with enhanced funding such as the CDCP certificates. It was recommended by George that we postpone action on this item to allow a forum for non-credit faculty and students to participate in the discussion and decisions and find out what their fears are with assigning grades. One idea is that students could opt out of the graded option. L. Manalo stated that we are now implementing opportunities to have SLO assessment as part of noncredit courses, so it could be the measure that is needed.

Motion: Postponed

Discussion:

Yes:

No:

Abstain:

5. * BP Selection for Department Chair [5]

(consider approval of revised BP/AP)

Motion: G. Bierly / B. Bryant

Discussion:

Yes: 17

No: 0

Abstain: 0

6. * AP 7218 Selection for Department Chair [10]

(consider approval of revised BP/AP) Elections code language from the web site was included in this AP. If there is a tie, language was added to wait a week to vote again based on common practice in departments. Clarification was needed about the appointment policy. The FA

states that reassignments are voluntary. Another statement was added to clarify who is eligible to vote. (tenure typo on that line.)

Motion: G. Bierly / B. Bryant

Discussion:

Yes: 16

No: 0

Abstain: 1 – D. Blanchard

INFORMATION

7. **President's Remarks [10] (Allegre)**

More and Better CTE on Oct. 23 in O-112. OER Workshop this Friday in the Boardroom, RSVP to M. Allegre.

8. **OER and ZTC Degree [15] (Scarffe)**

J. Scarffe gave an overview of the Zero Textbook Cost (ZTC) \$150,000 Implementing Grant. Political Science has chosen to participate. Twelve faculty are committed. Attend the OER workshop for assistance to find resources. The biggest motivator is that it is estimated that this will save their students over \$4 million. D. DeGroot suggested that this is reflected in the Course Outline of Record and faculty changes this in Curricunet. OER courses will be listed with the OER icon.

9. *** BP/AP 7310 Nepotism [15]**

This BP/AP is coming to us from HR Counsel and is legally advised. The BP has league language implemented. It was stated that this looks like a working condition, not 10+1 issue and suggested that Senate work with FA on this item. Clarification is needed about what is considered immediate family. Some faculty are opposed to even having this policy. This BP/AP is going out to all of the groups. As it is written, it needs a lot of work. Hancock is not required to have these policies. The administration would like the ability to reassign people in this situation. Members asked if this is necessary?

M. Allegra stated that something is going to be developed, so we should offer a condensed version of this policy that gives guidelines and states that evaluations of family members are not done by a family member. A member inquired as to why they have to list a partner or relative on my application. A member asked if the Senate membership needs to state a firm no and that this policy is unacceptable? Another option is that Senate brings a revised policy to the table. It was recommended that Senate Exec should communicate with the FA on this item. Maybe invite the FA to speak at the next meeting as this affects all faculty, full-time, part-time and morale. M. Allegra stated that part-timers as a whole are in support of this. A list of objections will be shared with senators, this AP will be condensed, and the FA will be invited to weigh in on this item.

Our next meeting is after the State Academic Senate Plenary. D. DeGroot and M. Allegre will be voting; Senators are advised to look at the resolutions and communicate with them. On the State Academic Senate website, the resolutions will be posted and can be reviewed

10. * Guided Pathways Self-Assessment [20] – removed from agenda

Other

Council and Committee Reports

Meeting adjourned at 5:40 p.m.

Minutes respectfully submitted by N. Ward, AS Secretary

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