

ALLAN HANCOCK COLLEGE  
Academic Senate

Minutes for Tuesday, November 19, 2019  
Boardroom (B100), 4:00 – 6:00 p.m.

**1. Meeting called to order at 4:00 p.m.**

**AS PRESIDENT:** T Passage

**VOTING MEMBERS PRESENT:** G. Bierly, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, P. Estrada, A. Fox, M. Hull, A. Koch, M. McGill, B. Murtha, G. Phelan, A. Restrepo, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, N. Ward, L. West

**STUDENT REPRESENTATIVE:** Ana Leon

**GUESTS:** D. DeGroot, L. Manalo, M. McComas, R. Andres, M. Quaid-Maltagliati, S. Ramirez Gelpi

**2. Public Comment: [5 per item]** L. West stated that there are no assessments required this semester and requested that members have a conversation with their department about assessing at the program level. N. Ward shared that she has a solo show at the LA Center for Digital Art.

**Motion to move the Curriculum report to Consent Agenda**

**Motion:** G. Bierly / A. Restrepo

**Yes:** 19 - G. Bierly, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, P. Estrada, A. Fox, M. Hull, A. Koch, M. McGill, B. Murtha, G. Phelan, A. Restrepo, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, N. Ward, L. West

**No:** 0

**Abstain:** 0

**3. \*Approval of Minutes (Ward)**

*Approval of the 10-15-19 minutes. Minutes were posted, and copies were made available.*

**Motion:** G. Bierly / R. Bryant

**Discussion:**

**Yes:** 19 - G. Bierly, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, P. Estrada, A. Fox, M. Hull, A. Koch, M. McGill, B. Murtha, G. Phelan, A. Restrepo, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, N. Ward, L. West

**No:** 0

**Abstain:** 1 – P. Estrada

## PRESENTATION

### 4. \*Ed2Go Non-Credit Fee-Based Courses [15] (Ramirez-Gelpi)

*Renew previous fee-based programs offered through Ed2Go*

The process established by Board Policy is scheduled to go to the VP of Academics and Senate President for the approval of courses. If there is an overlap with a credit program, the lead faculty will be contacted. Faculty asked questions about how the costs were determined. S. Ramirez-Gelpi stated that these costs were determined by the instructor. Factors considered include the cost of the facilities, costs of internships and are in response to the needs of the community. The length of the course ranges from 3 months to 18 months. This first set of classes is a test, and the courses have no minimum enrollment. These fee-based courses are cost-neutral to the college and are all offered online. There should be a minimal indirect cost, and S. Ramirez-Gelpi recommends a conservative approach to the fees. Ed2Go is interested in aligning their curriculum to community colleges. Please share this with your department and bring concerns back to the Senate.

## CONSENT

### 5. \*Senate Policy on Presenting Items to Senate (Passage)

*Propose new policy on items that come to the Senate*

### 6. \*AP 4020 Curriculum Development Policy Revisions (Manalo)

*Examine changes to curriculum development in regards to unit calculation*

### 7. \*AP&P Summary Report [10] (Andres)

*AP&P presenting the summary of curriculum from their committee*

Discussion: L. Manalo inquired about item #5 and asked if we needed a policy for something that is a usual practice. Members responded that the presenter can facilitate the passing of the item by being present to discuss any questions and that the process is well documented.

**Motion:** G. Bierly / R. Bryant

**Yes:** 19 - G. Bierly, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, P. Estrada, A. Fox, M. Hull, A. Koch, M. McGill, B. Murtha, G. Phelan, A. Restrepo, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, N. Ward, L. West

**No:** 0

**Abstain:** 0

## ACTION:

### 8. \*CCPD Descriptions [30] (Restrepo/Ward/Curry)

*Senate discussion of Catalog Committee, edTAC, and RAC descriptions*

### Catalog Committee

**Motion to amend the Catalog committee membership to include two instructional faculty appointed by Senate:** M. Arvizu-Rodriguez / R. Bryant

**Yes:** 19 - G. Bierly, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, P. Estrada, A. Fox, M. Hull, A. Koch, M. McGill, B. Murtha, G. Phelan, A. Restrepo, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, N. Ward, L. West

**No:** 0

**Abstain:** 0

**Motion to Amend the Catalog committee membership to list Counseling faculty, LAP faculty, and 2 instructional faculty as appointed by Senate:** G. Bierly / R. Bryant

**Yes:** 19 - G. Bierly, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, P. Estrada, A. Fox, M. Hull, A. Koch, M. McGill, B. Murtha, G. Phelan, A. Restrepo, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, N. Ward, L. West

**No:** 0

**Abstain:** 0

### edTac

**Motion to amend Functions to remove “and prioritize”:** G. Bierly / R. Bryant

**Discussion:** A. Restrepo asked Senate members to please share with your department that edTac is looking for more faculty members.

**Yes:** 19 - G. Bierly, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, P. Estrada, A. Fox, M. Hull, A. Koch, M. McGill, B. Murtha, G. Phelan, A. Restrepo, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, N. Ward, L. West

**No:** 0

**Abstain:** 0

### RAC

**Motion to amend the membership to include PFA and the FA as ex-officio reps:** M. Segura / G. Bierly

**Yes:** 18 - G. Bierly, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, P. Estrada, A. Fox, M. Hull, A. Koch, M. McGill, B. Murtha, G. Phelan, A. Restrepo, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, L. West

**No:** 0

**Abstain:** 1 – N. Ward

**Motion to send the College Council with the amended membership:** G. Bierly / R. Bryant

**Yes:** 19 - G. Bierly, R. Bryant, A. Caddell, R. Chaudhari, H. Elliott, P. Estrada, A. Fox, M. Hull, A. Koch, M. McGill, B. Murtha, G. Phelan, A. Restrepo, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, N. Ward, L. West

**No:** 0

**Abstain:** 0

## INFORMATION

### 9. President’s Remarks [10] (Passage)

T. Passage thanked everyone for their service. He stated that he is working to revise a poster to promote the number of hours needed outside of class to be successful. D. DeGroot and T. Passage attended the fall State Academic Senate Plenary. One resolution of note chastised Chancellor Oakley for not working with faculty and other

community colleges with the development of CalBright – the 115<sup>th</sup> college – a completely online college.

**10. \*BP/AP 4100 Graduation Requirements for Degrees and Certificates [10] (Quaid-Maltagliati)**

*Reviewing the proposed change to remove the major coursework residency requirement*

M. Quaid-Maltagliati presented the revisions to the BP and noted the new minimum of 16 units for a Certificate of Achievement. The AP was revised to include more of the Title 5 language. Other changes include relaxing the Hancock residency requirement to be the same for all degrees. There is no longer a requirement for a minimum of 25% of units in the major to be completed in residence at Hancock. Please share this with your department.

**11. \*2021-2022 Academic Calendar [10] (McComas)**

*Reviewing the proposed 2021-2022 Academic Calendar*

M. McComas presented the 2021-2022 academic calendar. Faculty inquired about the request to align our spring break with the local spring school district breaks and how that decision was made. She stated that she would take this question back to the committee. M. Quaid-Maltagliati said that they looked at the various areas that we serve and that several have different dates for the spring break. G. Bierly pointed out that perhaps we are trying to have a clear delineation between Term 3 and Term 4. A. Restrepo asked about what the data looks like about absenteeism and the dates of the SM-Bonita School District holidays. Please discuss the proposed calendar with your department.

**12. \*BP 5400 Associated Students Organization [10] (TBD)**

*Review the updates to BP 5400*

The reason for the change in this BP is that the Bookstore is now outsourced, and Follett is giving a fixed amount to ASBG instead of a percentage.

**Other**

**Council and Committee Reports**

**Meeting adjourned at 6:00 p.m.**

Minutes respectfully submitted by N. Ward, AS Secretary

\*documents on Senate group site

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