ALLAN HANCOCK COLLEGE
Academic Senate

Minutes for Tuesday, September 1, 2020
https://cccconfer.zoom.us/j/8990785265

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

AS PRESIDENT: T Passage

> **VOTING MEMBERS PRESENT**: H. Alvarez, M. Guido Brunét, A. Caddell, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, Ana Gomez de Torres, A. Koch, M. Lehne, M. McGill, B. Murtha, A. Omidsalar, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, M. Segura, C. Stevens, J. Tuan, N. Ward, L. West

> **STUDENT REPRESENTATIVE:**

> **GUESTS**: D. DeGroot, R. Ramirez, N. Ornelas, R. Curry, C. Pavone, Janeal Blue, J. Houlis

1. **Call to Order [2] (Passage)**
2. **Public Comment: [5 per item]**
3. ***Approval of Minutes (**Ward**)** *(Approval of the 05-05-20 minutes. Minutes were posted, and were shared in the Zoom Session available.)*

   Motion: L. West/A. Koch
   Discussion:

   Yes: 19 - A. Caddell, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, Ana Gomez de Torres, A. Koch, M. Lehne, M. McGill, B. Murtha, A. Omidsalar, M. Arvizu-Rodriguez, T. Roepke, M. Segura, J. Tuan, N. Ward, L. West
   No: 0
   Abstain: 4 - H. Alvarez, M. Guido Brunét, C. Stevens, K. Runkle,

PRESENTATION

4. *Diversity, Equity, and Inclusion Taskforce [15] (Walthers/Ramirez)
   —*Overview of College Council's DEI Taskforce.*
   K. Walthers gave Senate an update about the Diversity, Equity, and Inclusion (DEI) taskforce. This taskforce is a sub-committee of College Council and is open to all constituents. The goal is to take a look at where there are equity gaps in our processes. He recommends that faculty examine courses and programs through that lens – program review, syllabi, selection of material for classes. R. Ramirez, co-chair for this taskforce, spoke about the first meeting and how members are focusing on social justice, and want to look at the barriers our students face. The taskforce will be action oriented and follow the model from the Chancellor's office. The goal is to foster an attitude of inclusion and belonging. They are looking at finalizing the Taskforce Charter and take inventory of all practices and policies. The taskforce with break into sub-groups to try to address the issues holistically. He stated that they will be conducting a survey and suggested that faculty reach out to the members of the taskforce with any questions and suggestions.

ACTION

5. *Faculty Emeritus List [10] (Passage)
—*Approving the list of 2020 faculty retirees for Emeritus status.*

       Motion: A. Omidsalar/ C. Stevens
       Discussion:

       Yes: 23 - H. Alvarez, M. Guido Brunét, A. Caddell, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, Ana Gomez de Torres, A. Koch, M. Lehne, M. McGill, B. Murtha, A. Omidsalar, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, M. Segura, C. Stevens, J. Tuan, N. Ward, L. West
       No: 0
       Abstain: 0

INFORMATION

6. President's Remarks

    The ASCCC Fall Plenary will be held remotely this year. T. Passage welcomed new Senate Exec members Hector Alverez and Ana Gomez de Torres, who were voted into office for this year. T. Passage shared that he will not be running for re-election to Senate Exec and invites faculty to consider getting involved.

7. *Senate Appointments to Councils & Committees [5] (Passage)

    —*Approving the list of faculty appointments to councils & committees.*

    T. Passage shared our councils and committees' current status and announced that he is looking for a Program Review Committee co-chair.

8. Comprehensive and Annual Program Review [15] (Curry)

    —*Guidance regarding Program Review and assessment processes.*

    B. Curry shared that Program Reviews scheduled for 2019-2020 were rescheduled to this year. Minimal versions of the Annual Updates were submitted late spring 2020. Assessments were put on hold until this year to give faculty time to pivot to the new process of assessing CSLO's through assessing PSLO's. This new process requires that each program choose which PLO they want to assess, map that outcome to a course, choose an assessment tool, and build a rubric to score that data. Some disciplines are currently involved in a pilot program to initiate this change. He stated that the goal is to make it easier for all, and new software for this process is SPOL, which has been recommended by both LOAC and the Program Review Committee. Faculty should collect data for the assessments throughout the year and report out in the spring through the Annual Updates and Program Review. R. Curry stated that our process should value what we measure and reward that work with resources – human resources, and financial resources. Program Review, Annual Updates, and Assessments need to all be aligned. The goal is higher-order outcomes for those programs that are to be shared and discussed among full-time and part-time faculty. LOAC will define a set of processes that the Senate will vote on soon. Faculty requested that the program review data be made available for the programs currently in a

program review cycle.

9. *Senate Goals [10] (Passage)
   —*A look at last year's goals, steps taken, and goals for this academic year.*
   T. Passage went over the status of the goals from last year. Some of the goals will continue to be worked on in 20-21. He added that the Black Lives Matter Resolution has statements that can be considered as goals. He requested that the Senate share these documents with your department to discuss and prioritize. M. Segura asked about PT faculty being able to vote for members of Senate exec. T. Passage stated that it is something the Senate can look into as an action step rather than a goal. He asked Senators to get feedback to assist in prioritizing these goals.

10. *BP/AP 3433 Prohibition of Sexual Harassment under Title IX [10] (Ornelas/Ramirez)
    —*A look at a new board policy/academic procedure per Title IX Changes.*
    R. Ramirez shared that there have been significant changes in Title 9 that required developing new policies and procedures and updates to existing policies and procedures. N. Ornelas shared that effective 8-14-20, Title 9 rules changed, and this BP and AP are specific to Title 9 language. Title 9 addresses access to academic pursuits.

11. *BP/AP 3510 Workplace Violence Plan [10] (Ornelas/Ramirez)
    —*A look at a new board policy/academic procedure per Title IX Changes.*
    This is a new BP/AP that defines what workplace violence is, defines our policy and related procedures.

12. *BP/AP 3515 Reporting of Crimes [10] (Ornelas/Ramirez)
    —*A look at a new board policy/academic procedure per Title IX Changes.*
    This is a new BP/AP that defines crimes and how crimes are reported.

13. Emergency Remote Teaching Issues [10] (Passage)
    —*A call to senators to see if their departments are having specific problems.*
    N. Ward stated that with faculty being remote, equipment delivery to programs has been challenging to track and asked about a protocol. B. Curry responded that there could be a process implemented where facilities could produce a label that connected the item to the program who ordered it and tracked the delivery to the location that facilities delivered it to. She also inquired about facilitating student access to course packets through a central agency on campus – like the bookstore. R. Curry responded that he could look into a central location like the bookstore, offices of department administrative assistants, or Student Services being a solution.

14. Bookstore Issues [5] (Passage)
    —*Any issues stemming from miscommunication or errors with the bookstore.*
    L. West mentioned she has students who cannot get the textbooks and recommends that we reach out to get input to ASBG. M. McGill shared that are issues with students getting textbooks on time. T. Roepke shared that there is a lack of response to faculty queries to the bookstore. A. Fox asked about the ordering timeline and was informed that some students could not get new textbooks and had been overcharged in the past. A. Gomez de Torres

shared that mailed materials have not been received. B. Curry asked that Senate Exec could collect this information and send these notes to him directly.

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