

ALLAN HANCOCK COLLEGE

Academic Senate Meeting

Minutes for Tuesday, April 19, 2022

4:00 – 6:00 p.m.

Zoom Meeting: <https://hancockcollege.zoom.us/j/95506515929>

AS PRESIDENT: A. Restrepo

VOTING MEMBERS PRESENT: H. Alvarez, T. Aye, R. Bryant, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Koch, G. Marquez, M. McGill, T. Nuñez, C. Pavone, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

STUDENT REPRESENTATIVE: E. Ysip

GUESTS: D. DeGroot, L. Manalo, R. Curry, B Coffman, C. Reed, E. Murray, Jr., F. Patrick, S. Butler, J. Raybould-Rogers, K. Beckelhymer, L. Beccera-Valencia, R. Lovell, S. Garcellano, S. Elam, S. Ramirez-Gelphi, Y. Rendon, P. McGuire, B. Garcia, V. Aguilera, M. Viveros, M. Lau, M. Patrick, A. Specht, T. Passage, B. Coffman

1. **Call to Order. [2] (AR)**

2. **Rollcall.**

3. **Public Comments.** [3-minute limit per individual] J. Jozwiak stated that the current PD is reimbursed, but it may take months to get paid and may cause faculty to incur credit card interests. She is interested in seeing a change so that the District pays this upfront.

4. **Approval of Minutes from 3/15/2022 and 3/29/2022. * [5] (NJW)**

Motion to approve Minutes from 3-15-22: B. Bryant / A. Koch

Discussion:

Yes: 24 - H. Alvarez, R. Bryant, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Koch, G. Marquez, M. McGill, T. Nuñez, C. Pavone, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 1 – T. Aye

No: 0

Motion to approve Minutes from 3-29-22: B. Bryant / A. Koch

Discussion:

Yes: 23 - H. Alvarez, R. Bryant, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Koch, G. Marquez, T. Nuñez, C. Pavone, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 2 – T. Aye, M. McGill

No: 0

5. **President's Remarks. [5] (AR)**

A. Restrepo shared that the recent ASE Elections have resulted in F. Patrick and T. Roepke being elected to serve on Senate Exec for the next two years. The recent change in our bylaws to include Part-Time Faculty Senate members in elections for Senate Exec members was missed and was corrected by our elections officer. The part-time senator's votes were solicited and counted in the final results.

A. Restrepo also announced that he is recruiting readers of student names for our upcoming graduation

ceremonies. Please consider volunteering to assist at the 2022 graduation ceremony.

CONSENT

6. Approval of continued remote (Zoom) meetings of the Academic Senate. [5] (AR)

Motion to Approve the continued remote modality for the next two meetings: B. Bryant / A. Koch

Discussion:

Yes: 22 - H. Alvarez, T. Aye, R. Bryant, R. Chaudhari, Cl. Diaz, H. Elliott, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Koch, G. Marquez, M. McGill, T. Nuñez, C. Pavone, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, N. Ward

Abstain: 3 - K. George, A. Fox, L. West

No: 0

ACTION ITEMS

7. New Program Review process. ** [10] (P. McGuire, Program Review Committee)

- Approval of the new process for program review

A. Koch endorsed the proposal. R. Bryant asked for training and PD Opportunities.

Motion to Approve: A. Fox / A. Koch

Discussion:

Yes: 25 - H. Alvarez, T. Aye, R. Bryant, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Koch, G. Marquez, M. McGill, T. Nuñez, C. Pavone, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

8. **BP/AP 4105 Distance Education. ** [10] (F. Patrick)**

- Changes to the organization and updated languages to bring the current policy into compliance with current legislation.

M. Segura spoke up for PT Faculty in Non-Credit courses, which recently have seen all remote classes removed from the schedule and is concerned. R. Curry shared that credit courses were also removed, and the District is working on restoring these remote courses through negotiations with the Faculty Association.

Motion to Approve: R. Bryant / T. Nuñez

Discussion:

Yes: 25 - Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Koch, G. Marquez, M. McGill, T. Nuñez, C. Pavone, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

9. **Senate Policy on Regular and Substantive Interaction. ** [10] (ASE)**

- Update to make the language consistent in this Senate policy with recent changes in BP/AP 4105.

Motion to Approve: R. Bryant / T. Nuñez

Discussion:

Yes: 25 - Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Koch, G. Marquez, M. McGill, T. Nuñez, C. Pavone, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

INFORMATION (FOR FUTURE ACTION/APPROVAL)

10. Program Learning Outcomes Assessment Process. *[20] (L. West/LOAC)

Review the document from LOAC and the process for assessing program learning outcomes.

L. West presented that LOAC put together a document that combines the Committee model and Senate approvals for Assessment processes over the past year. She said there is no prescriptive process, just parameters and suggestions for departments and program faculty to make decisions. A. Restrepo asked about the connection with Program Review and the number of assessments per year. P. McGuire said it is not prescriptive. **R. Curry said that all PLOs need to be assessed during the 6-year timeline.** The best practice for programs is to have 3-5 PLOs – not 20 PLOs. With 3-5 PLOs, the assessment would be nearly every year. When the District negotiates this with FA, they will need to quantify the workload for this. If it is part of the Annual Update, it makes sense to be part of that negotiation. R. Lovell shared that the use of SPOL was user-friendly and had a positive experience. A. Gomez de Torres verified that Winter and Summer intersessions could be included. A. Restrepo asked about the word “needs” be changed to “encouraged.” H. Elliot asked about the “group” to you are encouraged to share and have a discussion with your department or program.

REPORTS AND DISCUSSIONS (NON-ACTION ITEMS)

11. Accreditation update. [20] (ASE)

- Findings and issues related to the first draft. (T. Passage, B. Stokes, NJW, F. Patrick, P. Murphy)

T. Passage spoke about the process for comments and criticisms and requested that any additional questions and comments can be sent to the individual co-chair. Standard II content looks to be sufficient. It will take time to bring a consistent voice to the document. N. Ward stated that J. McGee would be providing batched responses. She added that the Standard IIIA was still in the process because HR staff was occupied with responding to the pandemic. F. Patrick stated that nothing is looking extraordinary. He is impressed with the comprehensive collective knowledge and is looking for feedback on Standard IV B3 that affects faculty and classroom technology. B. Stokes shared the same sentiments while waiting for input and recommendations.

- Themes for the Quality Focus Essay. (All/P. Murphy)

B. Curry suggested that we do not “shoot for the moon” and consider efforts and plans that we have in place to serve that process. A. Restrepo asked about the purpose of the Quality Focus Essay. R. Curry responded that it is a forward-looking view. Having written the standards, what topic do you want to highlight that interests you? How are you moving forward in continuous improvement? What do you want to do in the next five years? Restrepo agreed that it should be aspirational. H. Elliot said that if there are 3-5 areas of improvement would be optimal. R. Curry spoke about his experience on a team looking at the QFE at Napa Valley, which looked to improve their data collection and disaggregation.

- Timeline. (P. Murphy)

R. Curry shared the timeline for input on the documents and initial review by the Academic Senate.

12. Faculty serving on hiring committees. [10] (C. Reed/ASE)

- Cancellation of classes/service hours.

C. Reed shared that the District and the FA are committed to resolving this issue presented last week regarding Diversity Resource Specialist (DRS) roles on the hiring committee. There is specialized training to be DRS faculty and serve on hiring committees. Five of the eight currently trained DRS faculty are service faculty, and because of the recent activity of faculty hiring, the DRS faculty are being stretched thin. Recently, one of those faculty members was told that they would have to make up any missed hours. C. Reed asked if instructional faculty were asked to do the same. She discovered that the District had a different concept of this practice. R. Curry stated that the District will take care of it now and will find subs, and then the District, FA, and Senate will work to find a solution for future hiring and DRS training. A. Fox asked if this is a past practice and believed that service faculty are an asset to the hiring committees. R. Curry said in his experience here that this has never come up until now. A. Restrepo shared that he is seeing the language of “policy” thrown around when it is just a decision made as an operational decision or past practice. T. Nuñez shares that service faculty includes Writing Center and Math Center, faculty. C. Reed said it had been her mission to maintain treatment and compensation equal for all faculty.

13. Technology Masterplan. [10] (AR/F. Patrick)

A. Restrepo shared the work of the Technology Council and has been asking faculty for suggestions for goals. He sees it as a roadmap for technology for the future – until 2026. He encourages the Senate to inform the council so that faculty are considered in developing plans for the future.

14. CCPD councils and committees' reports. [5 min. each unless otherwise indicated.]

- *edTAC (NJW, A. Fox, F. Patrick)*

N. Ward shared the current Computer Standards document and the Digital Classroom Technology document. M. Arvizu-Rodriguez asked if those documents could be shared for more input. In the chat, B. Coffman, a member of the Student Ambassadors, posted that she wanted to thank you for prioritizing helping the staff and students become best equipped to use the new technologies that have become necessary. She supports the technology and training for faculty.

- *DEI Taskforce. (AGT)*

A. Gomez de Torres shared a Diversity, Equity, and Inclusion Retreat on April 8, and there was a good attendance, and the task force is working on making it an entire event.

15. Future Agenda Items and Department Suggestions.

Agenda items should be sent to the Academic Senate Executive Committee by noon on Tuesday prior to the next Academic Senate meeting.

16. Adjourn.

Next Academic Senate Meeting: May 3, 2022. Agenda Items due by April 19, 2022 @ noon.

* Documents available on Senate SharePoint.

**Documents available in previous Senate meeting's SharePoint folder