

# ALLAN HANCOCK COLLEGE

## Academic Senate Meeting

Minutes for Tuesday, December 7, 2021

4:00 – 6:00 p.m.

Zoom Meeting:

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

**AS PRESIDENT:** A. Restrepo

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

**STUDENT REPRESENTATIVE:** E. Ysip

**GUESTS:** D. DeGroot, L. Manalo, R. Curry, Y. Teniente, M. Dominguez, S. Crosby, M. Lau, K. Beckelhymer, E. Murray, Jr., J. Reyes, J. Bergstrom Smith, L. Lee, P. McGuire, F. Patrick

1. **Call to Order. [2] (AR)**
2. **Rollcall.**
3. **Public Comments. [3-minute limit per individual]**
4. **Approval of Minutes from 11/02/2021. \* [5] (NW)**

**Motion:** M. Brunét / M. Segura

**Discussion:** Note that J. Scarffe, not N. Ward, recorded the Minutes

**Yes:** 24 - H. Alvarez, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, K. George, A. Gomez de Torres, M. Guido Brunét, C. Hite, J. Jozwiak, A. Koch, M. Lehne, G. Marquez, M. McGill, J. Knight, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, L. West

**Abstain:** 1 - N. Ward

**No:** 0

5. **President's Remarks. [10] (AR)**

A. Restrepo reflected on this opportunity of the last meeting of the semester; the takeaway is that this is not an easy job. Many meetings, communications, and responsibilities have possibly been made harder due to the pandemic. He does not want to use COVID-19 as an excuse, but this situation is complex. It may be influencing a climate around campus that is not conducive to great relationships and communications. Impacted are the things that faculty value, including mutual trust and respect. Restrepo stated that Senate Exec would work on their role in improving that. He would like to be more diligent about the communication and support for council co-chairs and wants to remind faculty that ASE is here to provide support. "Everything is an opportunity to both teach and learn – Kate Adams." Restrepo sees his role as Senate president as an opportunity to teach and learn

about shared governance – at the core of our role as senators. Looking ahead, we have a standing item on the agenda for accreditation. We began a discussion on that item last meeting. After that meeting, ASE had several meetings regarding those discussions. K. Walthers is aware of and concerned about the conversation regarding a perceived conflict of interest as the co-chair of Standard 4. Walthers suggested that this discussion would have been more appropriate if it had taken place in another meeting or another context instead of the Senate floor. Restrepo wanted to clarify that this discussion was not about a particular person but whether there is a conflict of interest structurally, regardless of who occupies that position in the accreditation process.

### **CONSENT**

#### **6. AP&P Curriculum Summary Report. \* [5] (L. Manalo)**

*– Modification to the report from 11/26/2021*

R. Andres discovered that two courses needed a correction on the unit values and modified the curriculum summary report. Also, the Public Safety Program needed additional documents and regional approval. This program was removed from this report and will return once those items have been added.

**Motion: J. Knight / M. Brunét**

#### **Discussion:**

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

**Abstain:** 0

**No:** 0

### **ACTION ITEMS**

#### **7. Joining the Military Articulation Platform (MAP) Cohort for alignment of Joint Service Transcripts and course credits on campus [5] (S. Crosby/B. Curry)**

*– Request for Senate approval to apply to join this cohort*

**Motion: J. Knight / M. Segura**

#### **Discussion:**

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

**Abstain:** 0

**No:** 0

8. **BP/AP 5050 Student Success and Support Program. \*\* [5] (J. Tuan)**

*– Minor Edits on the BP and the AP is affected by a new memo from the Chancellor's office regarding AB 705*

Y. Teniente shared the need to revise the AP statement that we are using for assessment measurements and requested to pull the item. J. Knight would like to look at a more comprehensive tool of assessment and placement. D. DeGroot suggested that we remove this and ask for guidance from the Chancellors' office. R. Curry shared that the IE Council is interested in re-establishing the AB 705 Taskforce to address these issues. J. Jozwiak shared that CCSF is offering self-placement in below transfer-level courses.

**Motion to pull this from the Agenda: J. Knight / A. Koch**

**Discussion:**

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

**Abstain:** 0

**No:** 0

9. **BP/AP 5800 Prevention of Identity Theft in Student Financial Transactions. \*\* [5] (J. Tuan)**

*– No edits to BP/AP, just a review.*

**Motion: A. Koch / J. Knight**

**Discussion:**

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

**Abstain:** 0

**No:** 0

10. **AP 5055 Enrollment Priorities. \*\* [5] (J. Tuan)**

*– Several changes to the AP include the proposal to add Rising Scholars and AIM Scholarship recipients to group 2 and other changes discussed at the last Senate meeting.*

L. Campos is looking for clarity on Groups 3 and 4 and looks to be subject to interpretation. She suggested that Groups 3 and 4 lists A, B, C, and each day in the order shown. J. Tuan and M. Dominguez agreed.

**Motion to approve with the modification to add, within groups 3 & 4, the a, b, and c designations: L. Campos / Maria Arvizu-Rodriguez**

**Discussion:**

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

**Abstain:** 0

**No:** 0

### **INFORMATION (FOR FUTURE ACTION/APPROVAL)**

*None – due to this being the last meeting of the semester.*

### **REPORTS AND DISCUSSIONS (NON-ACTION ITEMS)**

#### **11. Follett Bookstore update. [10] (A. Ortez)**

*A. Ortez was not present. This item will be pushed to the next meeting.*

#### **12. Accreditation Update [10] (ASE)**

*– Membership and procedures concerning the accreditation process*

ASE and the co-chairs of the accreditation standards met with P. Murphy and K. Bontenbal, our accreditation liaison, to clarify some issues. Specifically, we discussed the role of faculty and the areas of concern as they relate to the BOT and what constitutes evidence. N. Ward asked K. Bontenbal to clarify who did the writing. He responded that some districts hire an editor so that the document “read as it was one voice.” A. Restrepo asked if there were any issues with direct communication between BOT and faculty. Restrepo referenced a slide from K. Bontenbal’s presentation to the BOT earlier this year that had a statement on “Common areas of Board concern by accreditors” that included a bullet point stating that they should stay away from “intruding into the daily operations of the campus.” Bontenbal noted that nothing in the accreditation standards prohibits the BOT from having direct communications with faculty or students. H. Elliott stated a steering committee meeting is scheduled for this Thursday, and the hope is that the co-chairs have more clarity in their roles as co-chairs before faculty left on winter break. A. Restrepo invited faculty who are interested in getting involved.

#### **13. Council/Committee Reports [5 each unless otherwise indicated]**

*– End of the semester councils’ updates:*

- Student Learning (J. Raybould-Rogers)

J. Raybould-Rogers stated that they have been working hard to improve the process for the approval of BPs and APs and believes that we have made good progress, so it appears that things are flowing more smoothly. The Student Learning Council has had

presentations from DE and LOAC this semester. Offering Hyflex meetings facilitates attendance.

- Student Services (J. Tuan)

J. Tuan shared that the council has spent a lot of time reviewing and competing edits to BPs and APs. Each council member is in a sub-group for the accreditation process. H. Elliott shared that the steering committee of how these committees work together. T. Passage is the co-chair for Standard 2 and should be part of the communications on the activities of the sub-committees to avoid duplication of efforts.

- Facilities (T. Aye)

- Budget (G. Bierly)

- Institutional Effectiveness (L. Lee)

L. Lee shared that they are looking at their role in accreditation. They are in the process of organizing the Planning retreat in March and looking at getting the new process proposal for Program Review finished and ready to bring back to Senate for a vote.

- Technology Council & EdTAC report [20] (AR/F. Patrick)

Technology Council Town Hall was held last month. Attendees were divided into groups to discuss technology. F. Patrick was asked to share the concerns, issues, and visions from faculty?

- Recommendations in classroom technology: better WIFI, laptops for all faculty, projectors that work with wipe boards, inclusive technology that supports both Macs and PCs. We are a multi-platform campus, but faculty feel marginalized when reporting Apple technology issues. We need adaptive technology (ubiquitous in teaching and should accommodate all students) to support equitable Room & Zoom experiences.
- Recommendations for a process: better communications – there are gaps in expectations, timelines, specs requested by faculty not followed, unevenness or black hole in the ticket system, consultation with faculty when technology is implanted, requests that lead to innovations, and the need for flexibility.

Issues continue with a lack of transparency and arrogance and a perceived lack of the ability to listen to the needs of faculty. Out of this data should emerge goals for the technology master plan. We are here to teach, and the college's support services should support that. H. Elliot proposed that Senate should adopt a statement from the Senate that includes the findings and leverage the report to serve faculty. J. Jozwiak shared that training goes hand in hand with

technology. She asked how we can make this training accessible for all faculty – training videos on how to use the technology once it is installed into the classrooms. A. Restrepo and F. Patrick have scheduled Open Houses this week to see the possibilities for learning how to use the technology. He agrees that videos are a great idea to help faculty. F. Patrick agreed that we need to find resources and have experiences with the technology to learn how to use it because there are so many aspects to bringing new technology into the classroom. A. Fox suggested that there needs to be increased communication and quality communication from ITS when new technology is installed. A. Gomez shared that a poorly designed system is not a good experience for students who are paying the same fees. L. West agreed and shared that her students were appreciative that they had an option if they could not attend. A. Restrepo shared slides from the Technology report to College Council. J. Knight stated that small group style instruction has different considerations than a lecture course.

#### **14. Future Agenda Items and Department Suggestions.**

**15. Adjourn.**

Next Academic Senate Meeting: February 1, 2022

\* Documents available on Senate SharePoint.

\*\*Documents are available in the previous Senate meeting's  
SharePoint folder.