

ALLAN HANCOCK COLLEGE

Academic Senate Meeting

Minutes for Tuesday, February 11, 2025

4:00 – 6:00 p.m.

Room F-225 (Fine Arts Building)

Senator's Remote Participation Link ***

[See bottom of the agenda for details.]

AS Executive Committee:

President: Alberto Restrepo (AR)

Vice-President: Fred Patrick (FP)

Secretary: Nancy Jo Ward (NJW)

Member-at-Large: Thesa Roepke (TR)

Member-at-Large: Ana Gomez de Torres (AGT)

VOTING MEMBERS PRESENT: H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Guido Brunet, A. Griscon, M. Hammill, M. Hull, A. Kopcak, M. Landeros, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, A. Romo, T. Roepke, M. Segura, C. Sprecher, K. Villa, N. Ward, L. West

Student Rep: O. Shrecengost

Guests: R. Curry, G. Siwabessy, C. Reed, T. Lamica, M. Selby, A. Gisclon, Y. Teniente, E. Biely, D. Pirman, S. Kramer, M. Arvizu-Rodriguez, L. Blacquiere, J. Solorio

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

2. Rollcall 27 - H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Guido Brunet, A. Griscon, M. Hammill, M. Hull, A. Kopcak, M. Landeros, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, A. Romo, T. Roepke, M. Segura, C. Sprecher, K. Villa, N. Ward, L. West

3. Public Comments. [3-minute limit per individual]

L. West inquired about the status of the work FA and ASE are doing to revise the faculty evaluation processes and tools, and stated that the math department is asking for an update. C. Provencio announced that the Tennis Club Championships will be held from 4-11 through 4-13.

4. Approval of Minutes from 11/12/2024* [5] (NJW)

Motion for Approval: R. Bryant / L. Manalo

Discussion:

Yes: 26 - H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Guido Brunet, A. Griscon, M. Hammill, M. Hull, A. Kopcak, M. Landeros, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, M. Segura, C. Sprecher, K. Villa, N. Ward, L. West

Abstain: 1 - A. Romo

No: 0

Approval of Minutes from 11/26/2024

Motion for Approval: R. Bryant / L. Manalo

Discussion:

Yes: 25 - H. Alvarez, R. Bryant, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Guido Brunet, A. Griscon, M. Hammill, M. Hull, A. Kopcak, M. Landeros, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, M. Segura, C. Sprecher, K. Villa, N. Ward, L. West

Abstain: 2 – A. Romo, C. Carroll
No: 0

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

A. Restrepo welcomed senators to the first semester of 2025. He mentioned that this is a time of uncertainty for all of Hancock's constituents and our community. His biggest concern is for our students and how safe they feel on campus. Local law enforcement shared with our campus police and administration that they will not participate in the work of ICE. He shared a webpage on the Hancock site that is titled "Know your Rights" and recommends that faculty familiarize themselves with this document. There is a document available from Campus Graphics that lists actions to take if ICE shows up at your classroom. ICE officers are required to have a valid warrant. Do not leave your classroom, act professionally and call the President's office or the Campus Police who will review their documents and recommend that faculty document the encounter. Please share this information at your department meetings with full and part-time faculty.

CONSENT

None.

ACTION ITEMS

None.

INFORMATION (FOR FUTURE ACTION/APPROVAL)

6. AP 5030 Fees. * [5] (M. Arvizu-Rodriguez/G. Siwabessy)

Revisions include minor grammatical and legally recommended League language. Senate appreciated the color coding of blue being internal revisions and League revisions in red. Please share this with your department and send questions or recommendations to the Student Learning Council.

7. AP 5075 Course Adds Drops and Withdrawals. * [5] (M. Arvizu-Rodriguez/G. Siwabessy)

Revisions include updating the legal language. D. Degroot requested that the local language revisions be distinguished from the League language identified. Please share this with your department and send questions or recommendations to the Student Learning Council.

8. BP/AP 5500 Standards of Student Conduct. * [5] (M. Arvizu-Rodriguez/G. Siwabessy)

Revisions include updates to Title IX and League language. L. West recommended that "Vapping" be added to the "Smoking" statement. M. Arvisu-Rodriguez stated that there was discussion about the use of AI in classes and asked the Senate to consider what a statement would be and which policy to revise. Please share this with your department and send questions or recommendations to the Student Learning Council.

Revise to remove the capitalization of dishonesty in "Academic dishonesty..."

REPORTS AND DISCUSSIONS (NON-ACTION ITEMS)

9. Environmental Health and Safety Program's Vitality Report Recommendation

Process Update. * [5] (ASE)

A. Restrepo shared that the Program Vitality AP was revised and approved in December 2024. This program was reviewed for Program Vitality under the previous policy with a minor adjustment to the timeline. The committee met through the fall semester and made a recommendation which was forwarded to AP&P. The AP&P members will be reviewing, consulting with their departments, voting, and making recommendations to the Senate. L. Manalo asked about the report. L. Blacquiere stated that AP 4021 asks for qualitative and quantitative information, that this work was not taken lightly and the report was thorough. Committee members will attend the AP&P. S. Kramer stated that components of the program continue to be vital to the college and the business community. T. Lamica supported the work of the committee. C. Reed stated that the committee, AP&P, and Senate's considerations are curriculum-based. Please bring your questions to the AP&P

committee representatives.

10. Faculty Hiring Memo from the President. [5] (ASE)

K. Walters sent ASE his memo on what faculty will be hired based on retirements and new positions rated through the Faculty Prioritization process. New hires will be for six positions: in Psychology, Graphic Design, Librarian, English, Early Childhood Studies, and Licensed Vocational Nursing.

11. Appointments to Councils and Committees. [5] (FP)

F. Patrick thanked the faculty who participated on Councils and Committees. There are about 30 faculty who are serving in over 100 positions. The Catalog Committee is being resurrected and needs two instructional and one service faculty. Get a list from Fred. Members are appointed by the Senate, please let F. Patrick know of any open positions.

12. Student Equity Plan Appointments and Timeline. * [5] (G. Siwabessy/Y. Teniente)

Y. Teniente shared that the new Student Equity Plan is being developed and the timeline has been developed. The timeline has been designed to get a draft developed before the end of the spring semester. Vetting will happen in the fall. The template is developed to look at six success metrics. Faculty staff and students are invited to participate to review the success metrics and identify equity gaps. Appointments are through ASE. Please share this request for help with this important work with your department.

13. AI Summit Update. [5] (NJW)

N. Ward shared a Save the Date Flyer for the AHC AI Summit with the Senate. A small planning group is working on this event for faculty, staff, and students. The conference-style event will be held on April 18th in the F Building and will include keynote speakers, a Q&A session, lunch, and two workshop sessions. Contact her for more information.

14. Common Course Numbering (CCN) Funding Allocation. [5] (ASE/B. Curry)

Common course numbering work is being funded through a grant from the Chancellor's office. AHC has over 1,000 courses to go through. R. Curry shared that the district is working on decisions as to how faculty can be supported to do this work. AP&P committee members and staff will be greatly impacted and this needs to be taken into account in those decisions.

15. Regular and Substantive Interaction (RSI) Revisited * [10] (FP/AR)

A. Restrepo discussed the Peer Review Process and the ACCJC Rubric for Regular and Substantive Interaction (RSI.) He stated that RSL is a Senate matter and it is our job to ensure that regular and substantive interaction is happening. This is evaluated through the Peer Review Process and reported through the Program Review Annual Update. The documents are accessible through the Senate page, under Policies, under Distance Education. All distance education courses should be reviewed over the 6-year cycle of program review. Reviewers review and report on each course – not the faculty teaching the course. The ACCJC rubric is available for download for department chairs to keep and update for future accreditation evidence.

16. Guidelines for Furniture Standards and Personal Items. * [10] (T. Aye/D. Curran)

D. Curran spoke to the Senate about the guidelines presented to faculty in January. He has reviewed emails from faculty and shared that the college is purchasing space heaters and refrigerators. The Facilities Council will address the guidelines at the next meeting and promise that the goal is to improve safety practices. T. Roepke asked about the difference between learning environments, instructional environments, and furniture standards. Work with your Dean to establish what your needs are and they will work with his office. C. Reed asked that there be better communication coming out of the Facilities Council to full-time faculty.

CCPD COUNCILS AND COMMITTEES' REPORTS (NON-ACTION ITEMS)

[3 min each unless otherwise indicated.]

17. Facilities Council (T. Aye/D. Curran)

The 5-year deferred maintenance plan and the 5-year construction plan are in the works.

18. HR Council (T. Roepke/R. Ramirez)

AP 7924 Management Recruitment and Hiring is being revised to include language on Interim Hires.

ACADEMIC SENATE STANDING COMMITTEES' REPORTS (NON-ACTION ITEMS)

[5 min each unless otherwise indicated.]

19. LOACC-AA (M. Selby)

M. Selby shared that the new analyst is in place for Institutional Effectiveness to support LOAC goals. They are working with a report from CurriQunet to align with the outcomes in SPOL. The committee reps will share this report with your department. Please review your program outcomes to see that they align with what is in SPOL and make any changes necessary in SPOL.

20. Future Agenda Items and Department Suggestions.

21. Adjourn.

Next Academic Senate Meeting: February 25, 2025. Agenda Items due by February 18, 2025, @ noon.

Documents are available on Senate SharePoint.

Documents available in previous Senate meeting's SharePoint folder.

If a Senator is requesting remote participation due to "just cause" or "emergency circumstances" (per AB 2449) they must fill out the form prior to the meeting and use the Zoom link below.

Remote participation for "just cause" is limited to two (2) meetings in a calendar year. Remote participation due to "just cause" is limited to 20% of the regular

Academic Senate meetings in a calendar year (which is equivalent to three meetings for AHC's Academic Senate) and requires approval by the body at the beginning of the meeting (which means it is a public meeting)

If any Senators are participating remotely, this link will also be available to the public for viewing or making public comments. If a Senator is joining remotely, the meeting will be open to the public only at the designated physical location that is listed above.

Senator's Remote Participation Link:

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