

ALLAN HANCOCK COLLEGE

Academic Senate Meeting

Minutes for Tuesday, October 8, 2024

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, M. Hammill, C. Hite, A. Kopcrak, S. Kopecky, 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

Student Rep: O. Shrecengost

Guests: R. Curry, G. Siwabessy, R. Ramirez, K. Farley, D. Miller L. McNulty, M. Greeley, L. Beccera, P. McGuire, C. Reed, J. Solorio, A. Gisclon, A. Paniagua

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, M. Hammill, C. Hite, A. Kopcrak, S. Kopecky, 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
3. **Public Comments. [3-minute limit per individual]**

K. Farley and D. Miller shared that the Great American Shake Out drill is to be held on 10/17/24 at 10:17 am. Please talk to your students about the event and how to be safe in the event of an emergency, protocols (drop, cover, and hold on), and review the location of the evacuation maps – notify your admin assistant if the informational documents are not on the wall in your classrooms.

L. Manalo shared that faculty are working on Common Course Numbering and there may be an addendum to the Curriculum Summary.

M. Landeros wanted faculty to be aware that there is an AI extension that students can add to Chrome browser for \$4.99 a month. Students who add this extension to their browser can use the feature to answer quiz questions in Canvas.
4. **Approval of Minutes from 9/10/2024. * [5] (NJW)**

Motion for Approval: L. Manalo / A. Fox

Discussion:

Yes: 27 - H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Guido Brunet, M. Hammill, C. Hite, A. Kopcrak, S. Kopecky, 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: 0

No: 0
5. **President's Remarks. [5] (AR)**

A. Restrepo shared that the Fall Plenary is coming soon. As soon as they receive the updates to the resolution packet he will share that with faculty in emails and at upcoming meetings. This year the ASCCC Plenary meeting is in Visalia, CA from 11-6-24 through 11-9-24.

CONSENT

6. Annual Curriculum Approval Certification. [5] (B. Curry/L. Manalo/AR)

This annual document certifies that we are following the college's processes to approve curriculum and programs.

Motion for Approval: A. Fox / R. Bryant

Discussion:

Yes: 27 - H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Guido Brunet, M. Hammill, C. Hite, A. Kopcrak, S. Kopecky, 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: 0

No: 0

ACTION ITEMS

7. BP/AP 3420 Equal Employment Opportunity and Staff Diversity. * [5] (TR/R. Ramirez)

Title 5 updates and local language revisions

Motion for Approval with corrections to typographical errors and formatting: L. Manola / R. Bryant

Discussion:

Yes: 27 - H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Guido Brunet, M. Hammill, C. Hite, A. Kopcrak, S. Kopecky, 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: 0

No: 0

8. Recommendation for Approval of Faculty Emeritus Status. * [5] (All)

Motion for Approval: A. Fox / A. Kopcrak

Discussion:

Yes: 27 - H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Guido Brunet, M. Hammill, C. Hite, A. Kopcrak, S. Kopecky, 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: 0

No: 0

9. Strategic Enrollment Plan. * [5] (B. Curry)

This document is a living document, the data points and success will be monitored and will be brought back to the Senate if major items or activities are changed.

Motion for Approval: B. Bryant / L. Manalo

Discussion:

Yes: 27 - H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Guido Brunet, M. Hammill, C. Hite, A. Kopcrak, S. Kopecky, 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: 0

No: 0

INFORMATION (FOR FUTURE ACTION/APPROVAL)

The following Board Policies and/or Administrative Procedures are up for five-year review and contain no suggested changes other than pronoun references. Items #9, 11, and 12 contain league-updated, reference-only changes:

10. BP/AP 3200 Accreditation. * [5] (J. Raybould-Rodgers/B. Curry)

11. **BP/AP 3440 Service Animals and Other Animals on District Property. * [5] (J. Raybould-Rodgers/B. Curry)**
12. **BP/AP 4025 Philosophy and Criteria for Associate Degree and General Education. * [5] (J. Raybould-Rodgers/B. Curry)**
13. **BP/AP 4040 Library and Other Instructional Support Services. * [5] (J. Raybould-Rodgers/B. Curry)**
14. **BP/AP 4060 Delineation of Functions Agreement. * [5] (J. Raybould-Rodgers/B. Curry)**
15. **AP 4610 Instructional Service Agreements *. [5] (J. Raybould-Rodgers/B. Curry)**
16. **BP/AP 4920 Textbook Selection. * [5] (J. Raybould-Rodgers/B. Curry)**

Please share these BP/APs with your department for input, and bring recommended changes to the next Senate meeting.

REPORTS AND DISCUSSIONS (NON-ACTION ITEMS)

17. **Grants Report. [5] (L. McNulty)**
L. McNulty reported on the August, September, and October grants that involved faculty. The documents linked in the agenda have more details.
18. **SB 1244 Pupil Instruction: Dual Enrollment: College and Career Access Pathways (CCAP) Partnerships. * [5] (ASE)**
This legislative bill changed the language in the Ed Code section regarding CCAP agreements in the college's service area for dual enrollment. If a community college denies a request for a concurrent enrollment course, the high school can go to another service area to get a course approved. This is also true if the college does not reply to the request within 60 days. This impacts HS faculty who appeal to be granted equivalency for minimum qualifications. Local HS will be actively engaging colleges to approve concurrent enrollment locally or statewide as a grab for FTES. L. West suggested that Hancock might rethink their model of concurrent enrollment. R. Curry agreed.
19. **Status of Program Maps. (B. Curry/ASE)**
R. Curry shared that the district is trying to wrap up the accuracy of program maps. The official repository is CurriQunet. It is important to have accurate sequencing of your courses. J. Schroeder and A. Valero will be contacting faculty who have discrepancies. Please participate in the requests for cleaning up these maps. A new curriculum analyst, V. Smith, has been hired and will be available to assist. C. Reed affirmed the importance of this work for students.
20. **Update on the Faculty Innovation Fund. * [5] (NJW)**
N. Ward reported that the Innovation Fund Applications due date is coming up and that ASE is recruiting faculty for vetting the proposals. If anyone is interested in participating in reviewing and scoring the applications, please contact her.

ACADEMIC SENATE STANDING COMMITTEES' REPORTS (NON-ACTION ITEMS) [5 min each unless otherwise indicated.]

21. **Faculty Hiring Committee. (S. Kopecky)**
S. Kopecky shared that the Senate Faculty Hiring Committee has been active. The DRS training has occurred and there are 20 faculty trained to act in this role on faculty hiring committees. She reminded Senate members to recommend any PD that is needed for hiring committees that would count for faculty contracted service hours. Please send suggestions to her.

CCPD COUNCILS AND COMMITTEES' REPORTS (NON-ACTION ITEMS) [3 min each unless otherwise indicated.]

22. **Student Learning Council. (J. Raybould-Rodgers)**
R. Curry updated the Senate on Student Learning Council work. BP/APs are being reviewed and forwarded to the Senate for approval. They have a strategy to move the SEM plan forward, monitor the concurrent enrollment work, and are interested in AI and how it impacts courses, students, and the institution.

23. DEI/EEO Committee (L. Becerra)

L. Becerra reported that the committee is sponsoring events that support their work across campus. She is recruiting presenters for the DEAI Summit. Presenters at the Summit will be compensated. She is working on a resource document to share with high schools regarding residency status and undocumented students to navigate the educational system. She also shared that the opening ceremony for the new Pride Center is 10-20-24 and invites all faculty to attend.

24. Future Agenda Items and Department Suggestions.

25. Adjourn.

Next Academic Senate Meeting: October 22, 2024. Agenda Items due by October 15, 2024 @ noon.

* Documents 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 submit a request 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 "emergency circumstances" 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 not guaranteed).

If any Senators are participating remotely, this link will also be available to the public for viewing or making public comments. If no Senators are joining remotely, the meeting will be open to the public only at the designated physical location that is listed at the top of the agenda.

Senator's Remote Participation Link:

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