

ALLAN HANCOCK COLLEGE

Academic Senate Meeting

Minutes for Tuesday, October 22, 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: R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Hammill, C. Hite, M. Hull, A. Kopcrak, S. Kopecky, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, K. Villa, L. West

Student Rep: J. Nu

Guests: D. Curran, E. Biely, K. Walthers, and C. Bach.

1. **Call to Order. [2] (AR).** The meeting was called to order at 4:04 PM. Alberto R. gently reminded the group to work on being on time for the meeting.

2. **Rollcall.** F. Patrick conducted the rollcall. 22 senate members are present. A quorum was established.

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

ASBG scheduled a Hispanic Heritage Month event. G106. 12 Noon – 1:30 PM.

A Kopcrak shared that drop rosters were affected by holds on the student accounts.

4. **Approval of Minutes from 9/24/2024. * [5] (NJW)**

Motion: L Manalo/ R Bryant

Yes: 22. R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Hammill, C. Hite, M. Hull, A. Kopcrak, S. Kopecky, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, K. Villa, L. West

Abstain: 0.

No: 0.

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

Megan Selby accepted the faculty co-chair for LOAC.

Upcoming ASCCC Plenary Fall Session. A Restrepo, D DeGroot and F Patrick will be attending this upcoming session. AHC belongs to Area C. D DeGroot proposed two resolutions that were approved by the region. There are a few resolutions for the upcoming sessions. Area A: 0. Area B = 3. Area C = 6. Area D = 5. A Restrepo provided insights regarding ongoing discussions on equity.

CONSENT. None.

ACTION ITEMS

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

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

Motion: R. Bryant/L. Manalo

Yes: 22. R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Hammill, C. Hite, M. Hull, A. Kopcrak, S. Kopecky, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, K. Villa, L. West

Abstain: 0.

No: 0.

7. BP/AP 3440 Service Animals and Other Animals on District Property. * [5] (J. Raybould-Rodgers/B. Curry)

Motion: L West/R Bryant.

Yes: 22. R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Hammill, C. Hite, M. Hull, A. Kopcrak, S. Kopecky, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, K. Villa, L. West

Abstain: 0.

No: 0.

8. BP/AP 4025 Philosophy and Criteria for Associate Degree and General Education. * [5] (J. Raybould-Rodgers/B. Curry)

Motion: R. Bryant/ A. Fox

Yes: 22. R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Hammill, C. Hite, M. Hull, A. Kopcrak, S. Kopecky, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, K. Villa, L. West

Abstain: 0.

No: 0.

9. BP/AP 4040 Library and Other Instructional Support Services. * [5] (J. Raybould- Rodgers/B. Curry)

Motion: R. Bryant/ A. Fox

Yes: 22. R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Hammill, C. Hite, M. Hull, A. Kopcrak, S. Kopecky, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, K. Villa, L. West

Abstain: 0.

No: 0.

10. BP/AP 4060 Delineation of Functions Agreement. * [5] (J. Raybould-Rodgers/B. Curry)

Motion: R. Bryant/ A. Fox

Yes: 22. R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Hammill, C. Hite, M. Hull, A. Kopcrak, S. Kopecky, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, K. Villa, L. West

Abstain: 0.

No: 0.

11. AP 4610 Instructional Service Agreements *. [5] (J. Raybould-Rodgers/B. Curry)

Motion: R. Bryant/L. Manalo

Yes: 22. R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Hammill, C. Hite, M. Hull, A. Kopcak, S. Kopecky, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, K. Villa, L. West

Abstain: 0.

No: 0.

12. BP/AP 4920 Textbook Selection. * [5] (J. Raybould-Rodgers/B. Curry)

Motion: R. Bryant/L. Manalo

Yes: 22. R. Bryant, C. Carroll, R. Chaudhari, D. DeGroot, A. Fox, Y. Frazier, A. Gomez de Torres, S. Gottlieb, M. Hammill, C. Hite, M. Hull, A. Kopcak, S. Kopecky, L. Manalo, G. Marquez, M. Nishimori, F. Patrick, C. Perales, C. Provencio, T. Roepke, K. Villa, L. West

Abstain: 0.

No: 0.

INFORMATION (FOR FUTURE ACTION/APPROVAL)

13. BP/AP 3501 Campus Security and Access. * [5] (T. Aye/D. Curran)

14. AP 6535 Use of District Equipment. * [5] (T. Aye/D. Curran)

D. Curran presented the legal template updates on both policies.

REPORTS AND DISCUSSIONS (NON-ACTION ITEMS)

15. Key Performance Indicators (KPIs) and the College's Prioritized Three Strategic Initiatives. * [15] (E. Biely/All)

E Biely provided a brief overview of the strategies priorities as discussed in the 2023 Planning Retreat. There were three key performance indicators that the college had identified as priorities for the next three years: (1) Comprehensive Student Education Plan (C-SEP) completed in the first academic year; (2) units earned first semester; and (3) completion of the transfer-level Math and English in the first academic year. She reviewed the goals and activities in all college plans and selected topic activities to move the needle on the key performance indicators.

16. Provisional Approval of the Baccalaureate Degree Program Application. [5] (K. Walthers/ASE)

K. Walthers provided updates on the provisional approval of the baccalaureate program on Applied Professional Studies and shared the next steps. He has been collaborating with the neighboring universities, Cal-Poly and UCSB, to garner support for the program. He has an open invitation to CSU Channel Islands regarding the proposal. He provided a comparison of the student cost of a baccalaureate degree in AHC to other universities.

17. Common Course Numbering (CCN) Funding Allocation and Spending Guidelines. *

[5] (AR)

A. Restrepo shared that there is a \$913,043 allocation for the Common Course Numbering Project. The Office of Academic Affairs will be managing the funding.

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

18. Academic Quality Committee. (E. Krier)

E. Krier provided an update on upcoming offerings.

- Sydney Sorenson and Success Tool Kit. ZOOM. Friday. 11 AM -11:30 AM Friday. Oct 25, 2024.
- Andragogy Hour. Guest speakers.
- James Reed podcast.

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

19. Facilities Council Committee. (T. Aye/D. Curran)

D. Curran provided an update on the facilities council regarding ongoing projects that identified the gym and the M300-400 as in need of major updates. The committee identified a scheduled maintenance list including ADA compliance projects. Facilities will be implementing a prioritization process similar to equipment prioritization.

20. Institutional Effectiveness Committee. (FP/C. Bach)

F. Patrick introduced Dr. C. Bach as the Director of Institutional Effectiveness.

21. Future Agenda Items and Department Suggestions.

Artificial Intelligence. As part of the partnership of the state governor and Nvidia to provide support for the community colleges.

22. Adjourn. 6:00 PM.

Next Academic Senate Meeting: November 12, 2024. Agenda Items due by November 5, 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>