ALLAN HANCOCK COLLEGE
Academic Senate Meeting

Minutes for Tuesday, February 15, 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, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, A. Gomez de Torres, M. Guido Brunét, C. Hite, J. Jozwiak, A. Koch, M. Lehne, G. Marquez, M. McGill, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West

STUDENT REPRESENTATIVE: E. Ysip

GUESTS: K. Walthers, R. Curry, Y. Teniente, L. Manalo, M. Patrick, C. Reed, E. Murray, Jr., R. Ramirez, C. Camacho, K. Beckelmyer, K. Ensing, C. Straub, J. Raybould Rogers, T. Bimbela, T. Passage

1. **Call to Order. [2] (AR)**
2. **Rollcall.**
3. **Public Comments.** [3-minute limit per individual]

   K. Walthers spoke regarding his role as co-chair for Standard IV and the issues presented in recent Senate meetings. He stated that the faculty involved have had conversations regarding accreditation within the steering committee and with K. Botenbal and P. Murphy, our accreditation liaison officer. Walthers shared that the work of accreditation is essential, and it is not uncommon for CEOs to actively participate on Standard IV, given the nature of their role at the institution. He stated that he values interactions with faculty and believes that we have always been able to work through issues in a friendly and professional manner, but recently has been concerned that we are struggling to maintain those relationships. He acknowledged the pandemic has created stress, frustration, and even exhaustion and saw this experience affecting routine communications. Walthers referenced the need to fill vacancies in councils and committees and participate in accreditation. He shared that he offered to support a more collegial environment by appointing a new administrative co-chair for Standard IV and asked Academic Senate to improve communications. Hancock's accredited status impacts an institution's capacity to serve the community. He shared that enrollment is down 20 percent, students are struggling to catch up from the pandemic year. Walthers stated, "We are the most important educational institution in our community," and hopes we can do this work together.

4. **Approval of Minutes from 12/07/2021. * [5] (NJW)**
   Motion: R. Bryant / M. Brunét
   Discussion:
   Yes: 23 - H. Alvarez, R. Bryant, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, A. Gomez de Torres, M. Guido Brunét, C. Hite, J. Jozwiak, A. Koch, M. Lehne, G. Marquez, M. McGill, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West
   Abstain: 2 – T. Aye, L. Campos

No:

5. **President's Remarks. [5] (AR)**
   Restrepo shared that we have had complex agendas because of the MOU campus climate, and it has taken time away from the business senate needs to address. ASE has outlined four items in the upcoming Senate Agendas: Distance Education, Program Review (PR), Learning Outcomes Assessment (LOAC), DE Modalities. These are important for the functioning of our institution and accreditation. He reminded Senate members serving on those committees that there must be clarity in new processes that affect faculty. Restrepo emphasized the importance of aligning PR and LOAC for accreditation. He stated that the Faculty Association would be involved in the following steps to negotiate any related change in working conditions. Senate is still recruiting for a faculty member to serve in RAC.

   CONSENT

6. **Approval of continued remote (Zoom) meetings of the Academic Senate. [5] (AR)**
   Senate needs to approve the continuation of zoom meetings to align with the Brown Act.
   Motion: R. Bryant / T. Roepke
   Discussion:
   Yes: 24 - H. Alvarez, T. Aye, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Gomez de Torres, M. Guido Brunét, C. Hite, J. Jozwiak, A. Koch, M. Lehne, G. Marquez, M. McGill, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West
   Abstain: 1 – A. Fox
   No:

   ACTION ITEMS

7. **Distance Education (DE) modalities – definitions and issues *[25] (All)**
   A discussion of various DE modalities and their definitions to be adopted by the Academic Senate.
   This item is a Senate resolution clarifying language for DE modalities. The three modalities referenced are: Fully online, Partially Online, and Online with Proctored Assessment. Feedback from service and instructional faculty has been incorporated into this resolution. Senate Exec also solicited Academic Affairs and the Faculty Association (FA) input. FA suggested that we specify the modalities within each category and specifically define viable and pedagogically sound modalities. C. Reed stated that their goal is to offer all possibilities, and FA would negotiate with the district the three broader categories. Still, the specific modality within those presented would be up to the faculty. FA will be discussing how this impacts scheduling and what are viable and feasible options for faculty who are requesting choices in the modalities. A. Restrepo explained the differences as listed on the "List of Modalities" document and clarified that any component of online teaching classifies it as distance education. He described the difference between Hybrid Online Live and Flexible Hybrid Live. Hybrid Online Live: the structure combines in-person and online synchronous. The instructor directs students on what day they are in person and what day they are on zoom. Flexible Hybrid Online Live: the structure is in-person and live-streamed, allowing students to choose whether they are in person or on zoom.

   R. Curry verified that any blend of synchronous and asynchronous is Hybrid. T. Roepke asked

about emergencies. R. Curry stated that these are accommodations, not declared Hybrid Modalities. R. Curry noted that this is the first step before publishing these modalities. L. Manalo asked about service faculty. A. Restrepo shared that the resolution had a declaration specific to service faculty. L. Manalo suggested that the resolution "2nd resolved" be revised to "DE may include but is not limited" to account for future technologies. Cl. Diaz asked how positive attendance would fit into these definitions. L. Manalo stated that it would be a scheduling option, and students will need to be notified as to how the semester is mapped out. C. Hite cautioned that for all faculty, by enumerating these modalities too precisely, we may be omitting modalities that we haven't considered. L. Manalo suggested using the three options to keep it simple for students. A. Restrepo suggested that faculty discuss this resolution within their department and determine the best pedagogical fit. J. Scarffe suggested that we put "including but not limited to" before the definitions. C. Reed shared that they need to evaluate these as clearly as possible because modality is determined at the scheduling process and controlled by the district. The district has a right to set the modality, and faculty choose the classes they teach.

Motion to table this item to get feedback on pedagogy and professional viability from departments: J. Scarffe / M. Brunét
Discussion:
Yes: 25 - H. Alvarez, T. Aye, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, A. Gomez de Torres, M. Guido Brunét, C. Hite, J. Jozwiak, A. Koch, M. Lehne, G. Marquez, M. McGill, 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)

8. **BP/AP 7120 Recruitment and Hiring * [10] (T. Roepke/R. Ramirez)**

   The BP/AP was renamed from faculty Hiring to Recruitment and Hiring and rewritten to include new EEO processes.

   T. Roepke shared information on the revisions and aligning the numbering system with the state numbering system. The BP is all new. The APs address each group. The changes include committee determinations of blind screening options into the screening process. Also included are accommodations for remote interviewing to have a more diverse group of applicants.

   A. Fox suggested defining "regular faculty" and differentiating between regular tenure-track and temporary faculty. She also asked about minimum recruitment requirements for classified staff. T. Passage asked if the remote would be for all interviews or only the first interview and asked for clarity about the intent is for that language.

9. **AP 7121 Full Time Faculty Hiring * [10] (T. Roepke/R. Ramirez)**

   The AP for Faculty Hiring was renumbered to AP 7121, and the name was changed to Faculty Recruitment and Hiring.

   Much of the original language from the previous AP 7120 was moved into this new AP. The number of the committee members is increased, and there is an addition of a PT faculty member in the committee. A. Fox asked about remote interviews. L. Manalo asked about the teaching demo and how the modalities align. M. Segura stated that the intention was to give

the committee flexibility based on instructional versus service faculty. M. Brunét asked who would make these decisions regarding the types of interviews. A. Fox asked for clarity on remote versus in-person. L. Manalo suggested that the language gives the hiring committee the most options. A. Gomez shared the importance of the job flyer, indicating modalities included in that area. J. Scarffe asked for clarity about opening ourselves to risk having different accommodations for the different groups.

10. **AP 7125 Part-Time Faculty Hiring * [10] (T. Roepke/R. Ramirez)**
This AP is new and was developed specifically for Part-Time Faculty Hiring and develops an equitable process to hire the best candidate and cover emergency hires.
M. Segura shared that this AP gives credibility to the college with consistency in a published policy.

11. **Accreditation Standard IV: Should Senate have a reappointment of a co-chair? [10] (ASE/All)**

    A. Restrepo commented that the president's comments addressed this topic. Restrepo read the standard and shared that colleges vary in who co-chairs this standard across the state. The person who volunteered to co-chair has stepped down. ASE is looking for direction and recommendations on appointing a co-chair. N. Ward shared that K. Walthers asked ASE to commit to better communications as a condition to step aside. Restrepo stated that we did not agree to a formal statement in writing or a form of apology. It was a request to communicate better, and ASE is not interested in these transactional requests. L. Manalo reminded Senate that accreditation is about evaluating the processes, not the person and that our focus gets muddy if we confuse that. Not participating in appointing a co-chair affects the institution. He reminded the faculty that we have issues with the CEO to use the evaluation process, not the accreditation process. J. Scarffe stated that the question is, "are the processes and policies being implemented effectively?" Restrepo shared that the very perception of a conflict of interest gives us pause. Faculty asked for more clarity. Restrepo responded that given the discussion in December and the perception of a possible conflict of interest, should ASE be appointing a co-chair or not. A. Fox asked if we were going to be voting on this. H. Elliot said either of those things could happen. Please get feedback from your department.

    Motion to move #16 to #12 on the agenda: N. Ward / A. Koch
    Discussion:
    Yes: 25 - H. Alvarez, T. Aye, R. Bryant, L. Campos, R. Chaudhari, C. Diaz, Cl. Diaz, H. Elliott, A. Fox, A. Gomez de Torres, M. Guido Brunét, C. Hite, J. Jozwiak, A. Koch, M. Lehne, G. Marquez, M. McGill, K. Runkle, M. Arvizu-Rodriguez, T. Roepke, J. Scarffe, M. Segura, J. Tuan, N. Ward, L. West
    Abstain: 0
    No: 0

    REPORTS AND DISCUSSIONS (NON-ACTION ITEMS)
12. **CCPD councils and committees' reports [5 each unless otherwise indicated]**

- Facilities Council (T. Aye) An update was given on the new Fine Arts Building. It is 60% complete and should be finalized in September. Once completed, faculty from buildings E & F will move first because of the demolition. O-300 is also being demolished once the new PCPA stagecraft is completed as the state requires. It will be a busy summer for facilities – they will be installing the solar-powered covered parking, replacing many HVAC systems, and servicing many roofs across campus. Look for many fences, cones, and reroutes due to facilities projects.
- College Council (AR) CC is discussing an upcoming agenda item at the Board of Trustees meeting regarding the COVID testing and mask mandate.

13. **Institutional Grants update. [10] (L. McNulty)**

   T. Avila Bimbela shared the concept paper for the federal grant from the Dept of Ag – an innovation grant of up to $2,000,000; they are working on a Lumina Foundation marketing grant. The Rising Scholars state grant from the Chancellor's office is for a minimum of $100,000.

14. **Accreditation update [10] (ASE).**
   - Membership and procedures concerning the accreditation process. (ASE)
   - Update (T. Passage, B. Stokes, NJW, ASE)
   - Campus Climate Survey (ASE)
   - The steering committee has agreed to implement a campus climate survey that will inform the accreditation process and beyond.

15. **New faculty hiring and faculty replacements. [10] (ASE)**
   - List of unfilled retirees and resignations. *
   - 2021-2022 Faculty Prioritization list. *
   - "Academic Senate Resolution Regarding Replacement Positions" **
   - Kevin Walthers' "Faculty Hiring Positions for Spring 2022" memo.

   ASE was expecting the district to announce the hiring of 14 replacement faculty and was recently was informed that only eight faculty will be hired this year. The concern is that there is a Senate resolution regarding the replacement of retirements and resignations, and we have an agreed-upon Faculty Prioritization process. Faculty have expressed that they are not clear how these decisions are being made. We know that there is an 18-20% decline in enrollment. The memo from Walthers states there was a discussion with ASE, and only eight positions were put on the list. A. Restrepo shared that in reality, it was not much of a discussion, and ASE sees this as both troubling and a lack of transparency - especially in an accreditation year. The institution is assessed on how accurately and consistently implement policies and procedures. H. Alvarez shared that publishing the lists helps faculty understand the priorities. A. Restrepo reminded Senate that hiring is a mutually agreed process. The college applied for and received funding from the state to hire eight new faculty. A. Fox asked if the salaries from the retirements are still within the department's budget. A. Restrepo stated that this is not clear.

16. Report on Board of Trustees and other institutional meetings. [5] (ASE)
17. Future Agenda Items and Department Suggestions.

18. Adjourn.

<center>Next Academic Senate Meeting: March 1, 202</center>

* Documents available on Senate SharePoint.

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