

ALLAN HANCOCK COLLEGE

Academic Senate Special Meeting

Minutes for Tuesday, February 28, 2023

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, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, G. Marquez, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

STUDENT REPRESENTATIVE: Y. Rendon

GUESTS: D. DeGroot, R. Mahon, G. Siwabessy, L. McNulty, R. Curry, K. Kruse, C. Reed, J. Raybould-Rodgers, E. Murray, Jr. P. McGuire, B. Britton, J. Tuan

1. **Call to Order. [2] (AR)**
2. **Rollcall.**
3. **Public Comments. [3-minute limit per individual]**
4. **Approval of Minutes from 11/22/2022. * [5] (NJW)**

Motion: L. Manalo / R. Bryant

Discussion:

Yes: 24 - H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 3 - T. Aye, M. Guido Brunét, G. Marquez

No: 0

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

A. Restrepo shared information from K. Walthers, stating that he was looking to hire seven to eight new faculty for the next academic year. This list includes 3-D Art/Ceramics, PCPA, LVC Librarian, Recreation Management, Psychology, Fashion/Interior Design, and Agriculture. Restrepo also mentioned a report from CA State Auditor that concluded CCCs were not recruiting enough full-time faculty. He provided a link to the information.

CONSENT

None.

ACTION ITEMS

6. **AP 4227 Repeatable Courses** [5] (J. Raybould-Rogers/B. Curry)**

This AP is up for a 5-year review and has no recommended changes.

Motion: L. Manalo / R. Bryant

Discussion:

Yes: 26 - H. Alvarez, R. Bryant, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, G. Marquez, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West
Abstain: 1 - T. Aye
No: 0

7. **BP 4070 Auditing and Auditing Fees** [5] (J. Raybould-Rogers/B. Curry)**

This BP has a recommended change to allow registered students who withdraw after the census to continue to attend with the instructor's permission. Faculty questions included: mandated reporting as per Title V; liability & injury in PE and dance programs; impacts to equipment check-out and responsibility; and if "instructor permission" may be perceived as discriminatory. A. Kopcrak asked if students do not pass, can they go to other colleges to retake that course. C. Perales asked what measures would be used to get the instructor's approval and if students could challenge the decision. L. Manalo wondered if there is a way that specific programs are exempt from this rule, such as cohort-based programs, and requested more information. C. Reed requested that there is a list established of courses that this is possible instead of exemptions. A. Fox shared that this might be a benefit in the math program. H. Elliot shared Cuesta College's form and policies. R. Curry said that an AP might have to be developed if approved with the change.

Motion to table this item: R. Bryant / L. Manalo

Discussion:

Yes: 27 - H. Alvarez, T. Aye, R. Bryant, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, G. Marquez, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

8. **AP 4104 Contract Education** [5] (J. Raybould-Rogers/B. Curry)**

This AP has recommended changes that include updates for currency and legislative alignment/citations.

Motion: R. Bryant / A. Kopcrak

Discussion:

Yes: 27 - H. Alvarez, T. Aye, R. Bryant, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, G. Marquez, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

9. **AP 4236 Advanced Placement Credit** [5] (J. Raybould-Rogers/B. Curry)**

This AP is a legally required procedure. The language is mainly from a template provided by the league. C. Peralas recommended that language be adjusted to state "GE, or subject credit requirements as outlined in the AP, CLEP and IB Equivalency list."

Motion to approve: L. Manalo / R. Bryant

Motion to end the previous motion: L. Manalo / R. Bryant

Motion to accept the revisions: L. Manalo / R. Bryant

Discussion:

Yes: 27 - H. Alvarez, T. Aye, R. Bryant, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, G. Marquez, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

10. **BP/AP 4400 Community Education Programs** [5] (J. Raybould-Rogers/B. Curry)**

The BP has no recommended changes; the AP has been revised to reflect actual practices at AHC.

Motion: R. Bryant / L. Manalo

Discussion:

Yes: 27 - H. Alvarez, T. Aye, R. Bryant, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, G. Marquez, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

11. **AP 4228 Course Repetition -Significant Lapse of Time** [5] (J. Raybould- Rogers/B. Curry)**

This AP is up for a 5-year review and has no recommended changes.

Motion: R. Bryant / L. Manalo

Discussion:

Yes: 27 - H. Alvarez, T. Aye, R. Bryant, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, G. Marquez, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

INFORMATION (FOR FUTURE ACTION/APPROVAL)

12. **AP 3750 Use of Copyrighted Material. * [5] (J. Raybould-Rogers/B. Curry/FP)**

This AP is a recommended practice for using copyrighted materials in the classroom and is not a required policy. Student Learning Council felt it is helpful for faculty to know about the Fair Use laws and the Teach Act. J. Scarffe recommended a revision to include information on Creative Commons licenses to support OER.

13. **AP 4101 Independent Study. * [5] (J. Raybould-Rogers/B. Curry)**

This AP is a new and required policy. Suggestions include language to clarify the process language.

14. **BP 4300 Field Trips and/or Excursions. * [5] (J. Raybould-Rogers/B. Curry)**

The BP revision includes a statement about student conduct. The AP has modifications regarding student liabilities. A. Fox asked about the required form language and title/s.

REPORTS AND DISCUSSIONS (NON-ACTION ITEMS)

15. **Update on Innovation Fund Grants [10] (J. Dimick/L. Becerra)**

Motion to table this item for the next meeting: M. Brunét Guido / R. Bryant

Discussion:

Yes: 27 - H. Alvarez, T. Aye, R. Bryant, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, G. Marquez, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

16. Overview of the Culturally Responsive & Humanizing Organizational Assessment tool and plan. * [10] (L. McNulty)

L. McNulty has been working on an organizational assessment document and process that she is interested in piloting at AHC. This tool is designed for all constituent groups to assess and identify barriers, and she is seeking feedback before it is implemented. It has been sent to the DEI task force and the EEO committee for input. There is funding available for the constituents who participate in assessing this document. Faculty should contact L. McNulty if interested in participating.

17. Report on AB 2449. * [10] (AR/All)

A. Restrepo reported that legislation that took effect on 1/1/23 affects Brown Act committees. It allows senators to join remotely up to 20% of the time in a calendar year (3 meetings a year.) Members joining through remote technology must have audio and video on; publicly disclose before any action is taken if any individuals 18 or older are present in the room; must provide “just cause.” Before the meetings start, the member must notify ASE and submit a general description (not exceeding 20 words) of the “just cause.” The other circumstance is “emergency,” and the member must notify ASE before the start of the meetings and submit a general description (not exceeding 20 words) of the “emergency.” The Senate body must vote during the meeting to approve the request. These are only allowable for three meetings a year.

The body must use a roll call vote if any members are remote. The agenda must provide an option for public members to make public comments in the meeting remotely in real-time. The meetings must be either via zoom or telephone line with a webcast. ASE must design a form to standardize “just cause” submissions or emergency circumstances. The agenda may need to be modified for the approvals required. We have to ensure that our meetings are accessible remotely via Zoom, and we may have to find a new space on campus to have effective hybrid meetings.

Motion to table the rest of the items on the agenda to the next meeting: L. Manalo / M. Brunét Guido

Discussion:

Yes: 27 - H. Alvarez, T. Aye, R. Bryant, C. Carroll, R. Chaudhari, Cl. Diaz, H. Elliott, A. Fox, Y. Frazier, A. Gomez de Torres, M. Guido Brunét, C. Hite, M. Hull, J. Jozwiak, A. Kopcrak, G. Marquez, L. Manalo, L. Maxwell, M. McGill, J. Ockerblom, F. Patrick, C. Perales, T. Roepke, J. Scarffe, M. Segura, N. Ward, L. West

Abstain: 0

No: 0

18. Discussion on Reactivating Inactive Senate Standing Committees: [10] (ASE)

- Academic Integrity, Academic Quality, Faculty Hiring, and Senate Library Advisory.
- [The standing committee list can be found on the Academic Senate’s public page on the college’s website.]

19. CCPD Councils and Committees’ Reports [3 min each unless otherwise indicated.]

- Technology Council
- edTAC

20. Future Agenda Items and Department Suggestions. [5] (All)

21. Adjourn.

Next Academic Senate Meeting: March 14, 2023. Agenda Items due by March 7, 2023 @ noon.

* Documents available on Senate SharePoint.

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

