



**Academic Affairs Council  
Minutes  
November 10, 2021, 3-5 p.m.  
Via Zoom**

*Approved 12/08/2021*

**MEMBERS**

Name	Representing	Present	Absent
1. Dr. Cathryn Wilkinson	Administration	X	
2. Cheryl O'Donnell	Academic Senate/Faculty	X	
3. Dr. Kelly Locke	Curriculum Committee/Faculty	X	
4. Dr. Maria Ceja	Administration	X	
5. Dave Phillips	Administration		X
6. Linda Beam	Administration	X	
7. Dr. Debra Kaczmar	Administration		X
8. Julie Stephens-Carrillo	Administration	X	
9. Ana Gonzalez	Manager/Supervisor/Confidential	X	
10. Mariana Downie	C.S.E.A.		X
11. Chynna Obana	C.S.E.A.	X	
Vacant	L-39		
12. Dr. Peter Gray	Faculty	X	
13. Kelley McClary	Faculty	X	
14. Violeta Wenger	Faculty	X	
Vacant	Faculty		
15. Vanessa Quiroz-Carter	Faculty, Adjunct		X
16. Jimena Galvan	ASHC		X
17. Apolonia Preciado	ASHC		X

**Others**

Name	Title or Representing	Present	Absent
Lorena Vargas		X	

**CALL MEETING TO ORDER**

Meeting called to order at 3:02 pm.

Cathryn Wilkinson

**ACTION ITEMS**

1. Consider Approval of the Agenda  
**MOTIONED** (Locke), Seconded (McClary), majority approved.

Cheryl O'Donnell

2. Consider Approval of Minutes of October 13, 2021  
**MOTIONED** (Gray), Seconded (Gonzalez), majority approved.

Cheryl O'Donnell

**Hartnell College Vision Statement:** *Hartnell College students will be prepared to contribute as leaders to the intellectual, social, cultural, and economic vitality of our communities and the world.*

**Hartnell College Mission Statement:** *Focusing on the education and workforce development needs of communities in the Salinas Valley, Hartnell College strengthens communities by providing opportunities for students to reach career and/or academic goals (associate degrees, certificates of achievement, transfer to four-year institutions) in an environment committed to student learning, achievement and success.*

## INFORMATION/DISCUSSION/PRESENTATIONS

1. Introduction of Faculty Professional Development Coordinator,  
Jennifer Baumback  
❖ Tabled to next meeting  
Cathryn Wilkinson
2. [AB 1111](#) Common course numbering system / Statewide  
Colleges will develop a common course numbering system statewide, based on new legislation. Local courses are exempt from this requirement. On or before July 1, 2024, the system will adopt common course numbers for all general education and transfer courses. Comparable courses across all community colleges will have the same course number.  
Cathryn Wilkinson
3. [AB 927](#) / Proposals accepted for Bachelor's degrees  
The Chancellor may approve up to 30 baccalaureate degree programs per academic year. Districts must continue to offer an associate degree program in the same academic subject for which a baccalaureate degree program has been approved. Ms. O'Donnell suggested starting a task force now to start the process and discuss how this will affect other areas such as Admissions and Records. Dr. Gray noticed that the bill does not allow for a Bachelor's degree program if there is already one offered close by. Dr. Locke inquired regarding the process of funding to implement the degrees. She would like to press the issue that it would be beneficial to start the process now so that there aren't any issues later on, as was the case with non-credit programs.  
Cathryn Wilkinson
4. [AB 928 Transfer goals](#)  
Dr. Wilkinson stated this bill will encourage a reduction in units for students who transfer, and that fewer courses will be rejected for transfer. Ms. O'Donnell stated there was a statewide CTE coffee hour meeting with 50 or more CTE faculty who attended and discussed AB 928 with concern that, by default, students will be prompted to select a transfer degree.  
Dr. Cathryn Wilkinson
5. Curriculum Committee Report,  
including proposed curriculum audit (standing item)  
Dr. Locke reported that the Curriculum Committee is working on distance education addenda and course revisions. The DE emergency approvals are only good through the end of this calendar year. Starting in Spring, anything offered as distance education has to have the full DE addenda approved in CurricUNET. Ms. O'Donnell asked if there were any penalties for offering a course as distance education but only approved for face to face. Dr. Locke said if it is found in an audit, the college will be penalized.  
Dr. Kelly Locke
6. Academic Senate Report (standing item)  
Ms. O'Donnell stated there was a low turnout for the Fall plenary in terms of Hartnell attendees. There were sessions on AB928 and AB927. The Senate prioritized three areas of focus: enrollment management/scheduling in terms of the faculty purview, PPA process, and professional development. The Senate is currently reviewing questions for this year's instructional PPA. She will be assisting Dr. Lofman at the college-wide forum on college redesign November 15. The senate received an update regarding the governance redesign task force. Full-time positions were recommended for tier 1 in biology, ethnic studies, Spanish and tier 2 in Art.  
Cheryl O'Donnell

7. Enrollment Report (standing item) Cathryn Wilkinson  
Dr. Wilkinson shared that the number of students enrolled compared to this week last year is slightly higher. She stated at this time last year students had been registering for a few weeks. Face to face and online sections were more in balance with student demand last summer than this year so far. The seat capacity is lower this year than last, so far. The college is a little under half of the annual FTES this year compared to last. With summer and fall, the college is at 50% of our FTES funding target.

8. Items to be considered for future agendas Cheryl O'Donnell

- Open educational resources
- Student success conference report and planning update
- College redesign presentation – Ms. O'Donnell will reach out to Hetty Yelland
- Ethnic Studies Presentation
- Full Time Faculty Hiring Process
- AB705 Presentation
- DE Academy and DE Committee Update
- ESL Update – James Beck

#### OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. None

#### NEXT MEETING(S)

- December 8, 2021
- February 9, 2022
- March 9, 2022
- March 30, 2022
- May 11, 2022

#### ADJOURNMENT

Meeting adjourned at 4:30pm.

Cathryn Wilkinson