Academic Affairs Council
Minutes
December 4, 2020, 3-5 p.m.
Via Zoom

MEMBERS

Name	Representing	Present	Absent
1. Dr. Cathryn Wilkinson	Administration	X	
2. Cheryl O'Donnell	Academic Senate/Faculty		X
3. Dr. Kelly Locke, also serving as designee for Cheryl O'Donnell	Curriculum Committee/Faculty	X	
4. Maria Ceja	Administration	X	
5. Dave Phillips	Administration	X	
6. Lyle Engeldinger	Administration		X
7. Dan Teresa	Administration	X	
8. Julie Stephens-Carrillo	Administration	X	
9. Ana Gonzalez	Manager/Supervisor/Confidential	X	
10. Jessie Betancourt	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	
15. Dr. Janeen Whitmore	Faculty	X	
16. Vanessa Quiroz-Carter	Faculty, Adjunct	X	
17. Athena Michelle Ereno	ASHC		X
18. Ana Cristina Garcia	ASHC	X	

Others

Name	Title or Representing	Present	Absent
Dr. Matt Trengove	Administration	X	
David Beymer	Faculty	X	
Susannah Carney-Waddy	Faculty, Adjunct	X	
Jackie Cruz	Administration	X	
Dr. Guy Hanna	C.S.E.A.	X	
Dr. Jay Singh	Administration	X	
Senorina Vazquez	Faculty	X	

CALL MEETING TO ORDER   Cathryn Wilkinson
    Meeting called to order at 3:03 pm.

ACTION ITEMS
1.   Consider Approval of Agenda   Cathryn Wilkinson
    Agenda approved by members present.

2.   Consider Approval of Minutes of October 14, 2020   Cathryn Wilkinson
    MOTIONED (Whitmore), Seconded (Stephens-Carrillo), unanimously approved.

3.   Consider Approval of Credit for Prior Learning AP 4235   Cathryn Wilkinson/
                                                          Kelly Locke

    MOTIONED (Whitmore), Seconded (Obana), unanimously approved.
    Motion is to recommend the AP to the President.
    Dr. Wilkinson advised that all districts must have a policy in place for prior learning. Dr. Locke shared that Palomar Community College had a good model, which the Academic Senate incorporated into their version for our council's consideration. Dr. Locke added that this is a great improvement to the previous credit by exam policy, and will be an equitable opportunity for our students. A form will be available soon from Admissions & Records.

    <u>Recommendations to Superintendent/President's Office:</u>
    Dr. Wilkinson recommended that reference to "faculty chair" on page 4 be removed prior to finalizing.

INFORMATION/DISCUSSION/PRESENTATIONS
1.   Curriculum Committee Report   Kelly Locke
    Dr. Locke shared that they are just shy of 500 DE addendums submitted. They will try to get the remaining DE addenda, including the correspondence education, approved at their last meeting on December 10, 2020. Some courses will not be approved for DE – faculty felt it was not appropriate for those classes to be taught online. Dr. Locke added that through this process faculty have learned what it takes to qualify for online education.

2.   Metrics for Annual Program Planning   Matt Trengove
                                                          David Beymer
    Dr. Trengove and Mr. Beymer shared the spreadsheet posted on the council's webpage. Mr. Beymer stated that the first metric shows how often a class has been cancelled recently. Dr. Trengove added that this is designed around primary major courses. Mr. Beymer stated that the second metric is a measure of efficiency. Dr. Trengove stated the third metric is persistence, and the fourth metric is student achievement. Ms. Wenger asked if they are looking at the time frame that the class was cancelled. Dr. Trengove advised that this indicator does not look at the time frame.

    Dr. Locke asked if there will be a data dictionary so people will know what all the headers and filters mean. Mr. Beymer advised that they will have one, and will explain further at the Student Success Conference in January 2021.

If anyone has questions, please contact Dr. Trengove at mtrengove@hartnell.edu or Mr. Beymer at dbeymer@hartnell.edu.

3. Campus Response to Call to Action   Panel
Dr. Wilkinson shared that she and Ms. O'Donnell wanted to bring this topic forward, and felt that it would be a good opportunity to have representatives from various groups to share what they have been doing. Panel members introduced themselves and gave a brief overview of the plans for their respective groups.

Susannah Carney-Waddy: Black Lives Matter Canvas Shell
Ms. Carney-Waddy started work on the shell after the incidents over the summer (George Floyd murder and subsequent riots). The shell provides materials about institutional racism, discussion items, and modules on antiracism in education. Modules will be curated by faculty who are content experts. If anyone has questions, please contact Ms. Carney-Waddy at scarneywaddy@hartnell.edu.

Dr. Wilkinson: USC Center on Race & Equity
This is a multi-year effort, and they put out a call for all colleges to join the coalition. Dr. Rodriguez supports this cause and Hartnell has joined. Every month there is a focus session with activities; we are able to "send" five people every month. Dr. Wilkinson was happy to attend the November session and listen to the speaker, Dr. Frank Harris, who is working on improving the success rates of black African males in our community college system.

Jackie Cruz: President's Task Force on Racial Equity
VP of Advancement Cruz reported that they met twice to start discussing our college culture. They focused on terminology – in order to understand what they are addressing, they need to understand what terms such as "equity," "equality," "social justice," and "racism" mean to our college community. They have an initial framework from Dr. Rodriguez, and the Task Force is looking forward to reviewing disaggregated data on our student success metrics. If anyone has questions, please contact VP Cruz at jcruz@hartnell.edu.

Dr. Locke shared a link to the California Education Learning Lab, Equity Conversation Series. Their first event features Dr. Estela Maria Bensimon, who will be speaking on "The Meaning of Racial Equity" on Friday, December 11, 2020, at noon.

Dr. Guy Hanna: Outcomes & Assessment (O & A) Committee
Dr. Hanna has been working with the O & A Committee, and will now be able to disaggregate data on a deeper level. They will be able to start measuring such factors as: student age, ethnicity, race, gender, foster youth or not, DSPS student, veteran, have prior learning credits, and if the student is working. Other factors they will consider are delivery method of the course, term type, service location, use of support services, etc. He is very proud of the work of the O &A Committee. If anyone has questions, please contact Dr. Hanna at shanna@hartnell.edu.

Senorina Vazquez: Student Success & Equity Committee (SSEC)
Ms. Vazquez shared their equity statement and rubric. SSEC began with a common equity statement, and now they are gathering information from faculty. The purpose is to see how we can better serve our

students, and improve the equity focus of our teaching/learning practices. If anyone has questions, please contact Ms. Vazquez at svazquez@hartnell.edu.

Dr. Jay Singh: President's Task Force & SSEC
Dr. Singh added that SSEC is thinking about how to get students involved and provide feedback. He noted that students often feel intimidated to participate, and they are trying to find ways to make our students feel comfortable to provide feedback. If anyone has questions, please feel free to contact Dr. Singh at jsingh@hartnell.edu.

4. [Competency-Based Education (CBE) – Chancellor's Office Collaborative](#)   Cathryn Wilkinson
Dr. Wilkinson shared that we have an opportunity to apply to be on the pilot program. Application would be due on February 1, 2021. Webinar is on December 11, 2020 on how to fill out the application. Dr. Locke encouraged involving Academic Senate, even though filling out the application would be done in January. Dr. Wilkinson acknowledged that the work could not be done with the Academic Senate.

Dr. Locke inquired if there's material to distinguish this from credit for prior learning. Dr. Wilkinson will share the information from the Vision Resource Center on the council's webpage (also linked above in the topic).

4. Guided Pathways Implementation   Cathryn Wilkinson/
        Cheryl O'Donnell

    ❖ Tabled for report from Ms. O'Donnell
Dr. Locke shared the link that Ms. O'Donnell emailed to the campus community on November 30:
[Academic Senate Town Hall](#)

5. Technology Support for Spring 2021   Dave Phillips
VPIT Phillips shared that June 30, 2021 will be the end of tech support for a few software programs such as Canvas Studio, Ally, Zoom, and NetTutor. Support for products like TurnItIn, Proctorio, Pronto, and Cranium Cafe will also be ending soon. He is finding funds to support purchase of the licenses that end this year. Dr. Locke requested the list of restricted access. VPIT Phillips advised that a number of these programs are guaranteed through June 2021, so we are fine for Spring 2021. The Chancellor's Office is working on a solution.

OTHER ITEMS/BRIEF ANNOUNCEMENTS
1. Dr. Wilkinson thanked everyone for their hard work and wished them all a happy winter break.

ITEMS TO BE CONSIDERED FOR FUTURE AGENDAS:
1. None

NEXT MEETING(S)
- February 10, 2021
- March 10, 2021
- April 14, 2021
- May 12, 2021

ADJOURNMENT   Cathryn Wilkinson
Meeting adjourned at 4:57 pm.