



**Academic Affairs Council
Minutes
December 8, 2021, 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	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. Lorena Vargas	ASHC		X
Vacant	ASHC		

Others

Name	Title or Representing	Present	Absent
Lisa Storm	Faculty	X	
Carol Hobson	Faculty	X	
Mercedes Del Real	Faculty	X	
Travis Williams	Faculty	X	

CALL MEETING TO ORDER

Meeting called to order at 3:03 pm.

Cathryn Wilkinson

ACTION ITEMS

1. Consider Approval of the Agenda

MOTIONED (Gonzalez), Seconded (Quiroz-Carter), 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.*

2. Consider Approval of Minutes of November 10, 2021
MOTIONED (Locke), Seconded (McClary), majority approved.

Cheryl O'Donnell

INFORMATION/DISCUSSION/PRESENTATIONS

1. Professional Development Overview (3:10-3:25pm) Jennie Baumback
Ms. Baumback reviewed the basics of trainings available through the Vision Resource Center (VRC). All VRC trainings have been approved for flex credits. She and Laura Otero receive confirmation of completed trainings. Ms. O'Donnell inquired about the Town Hall on College Redesign – presenters asked if they can receive flex credit – if it's an Academic Senate activity, is it easiest if Ms. O'Donnell reaches out for approval? Ms. Baumback advised that best practice is to contact her ahead of the activity. Dr. Locke inquired about the process for submitting a topic proposal; Ms. Baumback will bring this to the attention of the Professional Development Committee. If anyone has questions for Ms. Baumback, please contact her at jbaumback@hartnell.edu.
2. Student Success Conference (3:25-3:35pm) Jennie Baumback
Ms. Baumback shared that Thursday, January 20, will be via Zoom and Friday, January 21, will be held in-person at Main Campus. She reviewed highlights of the draft agenda, and shared that guest speakers, Dr. Eddie Comeaux and Dr. Christopher Bell, will present on January 20 and we will safely hold breakout sessions in classrooms on January 21.
3. Governance Redesign Task Force – Update Peter Gray
Dr. Gray shared a revision of the task force's timeline. In Spring 2022, members will be appointed to the new councils. The new "Governance Coordination Groups" consist of the following councils: college, student success, institutional resources, and institutional effectiveness. Proposal that councils will be chaired by tri-leads (administrator, faculty, classified staff). He also shared they are trying to keep a consensus model, as there are plans to move away from Robert's Rules. Dr. Gray stated that he will have more information after the task force meeting this Friday. He also advised that the plan is to present the model to the current interim Superintendent/President for consideration.
4. Open Educational Resources – Spring course adoptions (3:45-4:00pm) Lisa Storm
Dr. Storm reviewed information on her PowerPoint, which is posted on the council's webpage. She stated that her research has shown students tend to enroll in classes that offer low- or zero-cost textbooks. Dr. Storm shared that she assists faculty directly if they have questions, and she has a Canvas shell for OER – she will give the enrollment key to anyone who is interested. Please contact her at lstorm@hartnell.edu.
5. Curriculum Committee Report,
including proposed curriculum audit (standing item) Kelly Locke
❖ Tabled due to lack of time

6. Year of Adjunct – acknowledgement and recognition for Spring
❖ Tabled due to lack of time

Cheryl O'Donnell

7. Academic Senate Report (standing item)
❖ Tabled due to lack of time

Cheryl O'Donnell

8. Distance Education Academy and DE Committee (4:30-4:45pm)

Carol Hobson/
Cheryl O'Donnell

Ms. Hobson reviewed the information on the DE Academy PowerPoint, which is posted on the council's webpage. Invitation will be sent soon for participants – they will take up to forty (see flyer posted on council's webpage). If anyone has questions, please contact her at chobson@hartnell.edu.

9. Items to be considered for future agendas

Cheryl O'Donnell

Please email agenda requests to cwilkinson@hartnell.edu and codonnell@hartnell.edu (cc: dhayashi@hartnell.edu).

OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. Dr. Wilkinson thanked everyone for their work and commitment to our students. She wished the best to everyone for a safe winter break!

NEXT MEETING(S)

- February 9, 2022
- March 9, 2022
- March 30, 2022
- May 11, 2022

ADJOURNMENT

Meeting adjourned at 5:00 pm.

Cathryn Wilkinson