



HARTNELL COLLEGE

**Academic Affairs Council  
Minutes  
April 10, 2019, 3-5p.m.  
E-112**

**MEMBERS**

Name	Representing	Present	Absent
Dr. Sonja Lolland	Administration	X	
Lisa Storm	Academic Senate/Faculty	X	
Dr. Kelly Locke	Curriculum Committee/Faculty		X
Clint Cowden	Administration	X	
Ana Gonzalez	Administration	X	
Carla Johnson	Administration	X	
Kathy Mendelsohn	Administration	X	
Dave Phillips	Administration	X	
Terri Pyer	Administration	X	
Marina Reyes	C.S.E.A.		X
Vacant	L-39		
Vacant	Faculty		
J. Tony Anderson	Faculty		X
Jim Riley	Faculty		X
Violet Wenger	Faculty	X	
Vacant	Faculty, Adjunct		
Estefania Escalante Solis	ASHC		X
Ricardo Morales	ASHC		X

**Others**

Name	Title or Representing	Present	Absent
Celine Pinet	Administration	X	
Carol Hobson	Faculty (DE)	X	
Cheryl O'Donnell	Faculty (TRC)	X	

CALL TO ORDER & INTRODUCTIONS

Sonja Lolland/  
Lisa Storm

Meeting called to order at 3:12 pm.

**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.

## ACTION ITEMS

1. Consider Approval of Minutes of March 13, 2019 Lisa Storm  
**MOTIONED** (Pyer), Seconded (Cowden), majority approved. Abstention (Wenger).

## INFORMATION/DISCUSSION/PRESENTATIONS

1. Tenure Committee Recommendations Discussion Lisa Storm/  
Sonja Lolland

Ms. Storm and Dr. Lolland reviewed the document on the council's website. They shared that the Tenure Review Committee (TRC) noted issues while they reviewed probationary faculty binders. Academic deans and directors agreed with these issues and added a few of their concerns, so Dr. Lolland brought the list for review by our council.

Proposed improvements were also identified by both TRC and deans and directors, and shared by Dr. Lolland on the posted list. Discussion ensued and members agreed with the proposed improvements. Dr. Lolland advised that she would work with Ms. Pyer on items 6, 7, and 8. Ms. Pyer stated that Academic Senate should also see the proposed list. Dr. Lolland will convene a small task force to review the proposed improvements in detail. The task force will consist of 3 members of Academic Affairs Council and 3 members from Academic Senate.

### **ACTION**

- We will establish a small task force to work on the non-negotiation pieces.
- Dr. Lolland will create special assignments for faculty interested in applying to help with this project.

2. Curriculum Kelly Locke  
Dr. Locke was unavailable to report.

3. AB 705 Update Kelly Locke  
❖ Tabled due to lack of time.

4. DE Ed Project Celine Pinet/  
Carol Hobson

Dr. Pinet and Ms. Hobson brought back the information from last month with corrections requested by Dr. Lolland and Ms. Storm. Ms. Hobson shared that data shows face-to-face courses are doing well, and distance ed/hybrid courses are increasing and doing well also. Dr. Pinet reviewed data regarding online instructions from Director of Institutional Research, Matthew Trengove.

Ms. Gonzalez mentioned that Loaves and Fishes can provide computers to students who do not have access. Dean Cowden added that Loaves and Fishes will support the "hot spot" fee. Ms. Hobson will look into this and make a note in the schedule of courses.

Dr. Lolland inquired about the issue with success and retention rates by discipline. Ms. O'Donnell added that there are still many misconceptions about when students should drop their classes. This could potentially affect the success and retention rates. Dr. Pinet and Ms. Hobson did not have data on success and retention rates, so they will research and follow up with Dr. Lolland.

### **ACTION**

- Dr. Lolland requested that Ms. Hobson and Dr. Pinet research the data for success and retention rates by discipline.
- Ms. Hobson will send Dina the updated PowerPoint for posting onto the council's website.

5. Enrollment Update Sonja Lolland  
Dr. Lolland shared that the enrollment trends are going very well. The FTES report is posted on the council's website.

6. Governance Structure Change:  
Combine Accreditation Council and Academic Affairs Council? Lisa Storm/  
Sonja Lolland  
Dr. Lolland shared that a recommendation was made in CPC to possibly reorganize the existing governance councils. Ms. O'Donnell stated that it's a logical structure to combine councils according to the standards. VPIT Phillips added that some of the councils wouldn't work well combined (e.g., Facilities and Technology Councils). Discussion ensued and two options were favored by the members.

### **ACTION**

Dr. Lolland requested that we table this topic while everyone consider the two options discussed:

- Merge Accreditation Council with Academic Affairs Council, OR
- Keep Accreditation Council and hold meetings for a shorter length of time (e.g., once a semester) until we are ready to prepare our next ISER.

7. Governance Survey All  
Dr. Lolland and Ms. Storm requested that members take the last 10 minutes of our meeting to go to the survey link on the council's website. Results will be shared at our May meeting.

**ACTION**

Dina will email members not in attendance to take the survey before the deadline of 5:00pm on April 26, 2019.

8. Building D Temporary Office Move Sonja Lolland  
Dr. Lolland shared that she will be sending a communique to faculty with offices in the Building D. The email will include information about the move to Building N.

**OTHER ITEMS/BRIEF ANNOUNCEMENTS**

1. N/A

**NEXT MEETING(S)**

- May 8, 2019
- September 11, 2019
- October 9, 2019
- November 13, 2019
- December 11, 2019

**ADJOURNMENT**

Sonja Lolland/  
Lisa Storm

Meeting adjourned at 5:00 pm.