



HARTNELL COLLEGE

**Academic Affairs Success and Student Affairs Success Council
Minutes**

May 10, 2024, 9am-11am / E-112 & Zoom

| MEMBERS | Constituent Group | Present | Absent |
|----------------------------------|--------------------------|----------------|---------------|
| 1. Ram Subramaniam, Tri-Chair | Administrator | | X |
| 2. Kelly Locke, Tri-Chair | Academic Senate | X | |
| 3. Vanessa Meldahl, Tri-Chair | Confidential | | X |
| 4. Romero Jalomo, Tri-Chair | Administrator | | X |
| 5. Fanny Salgado, Tri-Chair | CSEA | X | |
| 6. Jennifer Moorhouse, Tri-Chair | Academic Senate | X | |
| 7. Marianne Fontes | Administrator | X | |
| 8. Mostafa Ghous | Administrator | X | |
| 9. Carla Johnson | Administrator | X | |
| 10. Jason Garrett | Administrator | X | |
| 11. Jess Green | CSEA | X | |
| 12. Fatima Barron Vargas | CSEA | X | |
| 13. Miriam Contreras | Confidential | X | |
| Vacant | Classified Professional | | |
| Vacant | Counselor | | |
| 14. Sunita Lanka | Meta Major Rep | | X |
| 15. Pimol Moth | Meta Major Rep | X | |
| 16. Mohammed Yahdi | Meta Major Rep | X | |
| 17. Andrea Meza Aguilar | ASHC | | X |
| 18. Alexis Atayde | ASHC | | X |
| 19. Aileen Sandoval | ASHC | | X |
| 20. Angeles Badajos-Uribe | ASHC | | X |
| 21. Maria Ceja | Administrator | X | |
| 22. Augustine Nevarez | Administrator | X | |
| 23. Ben Grainger | Administrator | X | |
| 24. Joy Cowden | Administrator | | X |
| 25. Lluvia Del Rio | CSEA | X | |
| 26. Layheng Ting | CSEA | | X |
| 27. Miriam Vazquez-Gonzalez | CSEA | | X |
| 28. Ariana Rodriguez | CSEA | X | |
| 29. Heather Rodriguez | Counselor | | X |
| 30. Hortencia Jimenez | Meta Major Rep | X | |
| 31. Carol Kimbrough | Meta Major Rep | X | |
| 32. Santos Melena Martinez | Meta Major Rep | | X |
| 33. Ronaldo Anaya | ASHC | | X |
| 34. Amy Narez | ASHC | | X |
| 35. Brizeida Cruz | ASHC | | X |
| 36. Orchina Williams | ASHC | | X |

Guests: Dr. Tracey Gomez, Dr. Lisa Storm

1. Call Meeting to Order

Dr. Locke called the meeting to order at 9:03am.

2. Approval of Agenda

Ms. Kimbrough motioned to approve the agenda. Dr. Fontes seconded the motion. The Council voted and the agenda was approved with no opposition or abstention.

3. Approval of Minutes

Ms. Kimbrough motioned to approve the minutes from March. Dr. Garrett seconded the motion. The Council voted and the minutes were approved with no opposition or abstention.

4. Approval of BP 4250, Probation, Disqualification, and Readmission

Dr. Gomez presented the BP called "Probation." They proposed to change the title to "Academic Notice, Disqualification, and Return," to avoid confusion for students who receive a probation notice. The student success specialists spoke with students, who thought that they were in trouble with the law when they saw the wording "probation." Also, to avoid students feeling marginalized by the stigma of receiving a probation notice, Dr. Gomez and colleagues suggested a less punitive title for this board policy.

Ms. Kimbrough motioned to approve BP 4250, AP 4250, and AP 4255. Mr. Nevarez seconded the motion. The Council voted and BP 4250, AP 4250, and AP 4255 were unanimously approved. Next step is for the BP and APs to go to HCC for review and approval this afternoon, then for consideration by the Board of Trustees.

5. AP 4250, Probation

Dr. Gomez shared that the proposal was to change the title of this AP from "Probation" to "Academic Notice." See item #4 above.

6. AP 4255, Dismissal and Readmission

Dr. Gomez shared that the proposal was to change the title of AP 4255 from to "Dismissal and Readmission" to "Disqualification and Return." See item #4 above.

7. AP 4042, Zero Textbook Costs (ZTC)

Dr. Storm shared this is the companion to BP 4042. This would be the first AP for the community college system, and Academic Senate has already approved. She reviewed the road map that is posted on the council's webpage. Definitions mirror what is in the board policy. Dr. Storm also spoke to the proposed change to the Philosophy: *"Hartnell College encourages faculty adoption of OER and LCT when feasible and within the parameters of academic freedom (BP 4042, BP/AP 4030). Hartnell College also supports the ongoing development of ZTC pathways to either a Degree, or a Certificate. The preferred mechanism for a course section to achieve ZTC status shall be the adoption of OER, as the adoption of OER supports student success and persistence by ensuring that every student gets their*

instructional materials on the first day of the semester.”

Regarding Promotion of ZTC and LCT (Low-Cost Textbook) Course Sections, and ZTC Pathways: *“To remove financial barriers to student enrollment, retention, success, and persistence, ZTC and LCT course sections and ZTC Pathways to Degrees and Certificates will be promoted to the greatest extent possible using Hartnell College web pages, Canvas (or the currently adopted Course Management System), and all appropriate advertising mediums. A robust marketing strategy for ZTC/LCT course sections and ZTC pathways will be developed and implemented on a regular and continuing basis in consultation with the Academic Senate or designee.*

Information and Technology Resources (ITR) should take the necessary steps to ensure that external repositories promoting ZTC course sections like the California Virtual Campus (CVC) are functional. All students should be able to utilize CVC to view and register for Hartnell College course sections.” Dr. Storm added that our IT department confirmed that we will be able to utilize CVC soon.

Mr. Nevarez motioned to approve AP 4042. Dr. Ceja seconded the motion. The Council voted and AP 4042 was unanimously approved. Next step is for the AP to go to HCC for review and approval.

8. AP 5130, Financial Aid

Dr. Moorhouse explained that there weren't big changes to AP 5130. The main change is the BOG waiver is no longer in effect and has been replaced by the Salinas Valley Promise grant. Dr. Ceja added that we're adding a new bachelor's degree at Hartnell, so the AP now includes language about the bachelor's degree. She noted that the document posted on our webpage is not the most up-to-date. We will revisit this AP next year.

9. Report out on vote – Joint council meetings

Dr. Moorhouse provided information on the vote from both councils. The vote from Student Affairs was to stay separate; Academic Affairs voted to combine the councils. Dr. Locke shared that they discussed in the preparation meeting for HCC. The HCC will look further into what is best for our councils.

Dean Johnson suggested that we do a survey of our entire membership to see what their thoughts are. Dr. Locke added that Academic Senate has purview over many of the agenda items that are brought forward at the AASC. Another option is to carve out what the Senate oversees, and consolidate our topics.

10. SEAP Funding

Dr. Garrett reminded everyone that at our March meeting Dr. Pitman presented about SEAP funding, and she recommended that the SEAP Committee present to our council later in the semester. Dr. Gomez reported that the committee met all year long; they've met with VPAS Mendoza and David Techaira and they reviewed the SEA (Student Equity and Achievement) funds. It was agreed to keep the funds separated in the original three funds, and data

analysis was done on all three funds. Dean Johnson shared that out of the SEA monies, 80% is for salaries and benefits. The majority of the counseling department is paid out of SSSP. Dr. Garrett shared that SEP funds have been used to rebuild academic support and BSI funds have been used for equity-based functions and activities. The committee's overall consensus was that the SEA funds have been utilized well.

11. Closing Comments/Adjournment

Dr. Moorhouse thanked everyone for their work and wished them a happy summer. The meeting adjourned at 10:26 a.m.

NEXT MEETING(S)

TBD