



HARTNELL COLLEGE

Academic Affairs Council
Minutes
March 8, 2023, 3-5 p.m.
Via Zoom

MEMBERS

| Name | Representing | Present | Absent |
|---|---------------------------------|---------|--------|
| 1. Dr. Cathryn Wilkinson | Administration | X | |
| 2. Dr. Jason Hough | Academic Senate/Faculty | X | |
| 3. Deborah Stephens for Dr. Kelly Locke | Curriculum Committee/Faculty | X | |
| 4. Sheila Hernandez | Administration | X | |
| 5. Dr. Chelsy Pham | Administration | | X |
| 6. Dianna Rose | Administration | | X |
| 7. Sharon Albert | Administration | X | |
| Vacant | Administration | | |
| 8. Moises Almendariz | Manager/Supervisor/Confidential | X | |
| 9. Jessica Green | C.S.E.A. | | X |
| 10. Fatima Barron | C.S.E.A. | X | |
| Vacant | L-39 | | |
| 10. Dr. Peter Gray | Faculty | X | |
| 11. Kelley McClary | Faculty | X | |
| 12. Violeta Wenger | Faculty | | X |
| Vacant | Faculty | | |
| Vacant | Faculty, Adjunct | | |
| 13. Laura Rivera | ASHC | X | |
| 14. Guillermo Menchaca | ASHC | | X |

Others

| Name | Title or Representing | Present | Absent |
|---------------------|-----------------------|---------|--------|
| Dr. Marianne Fontes | Administration | X | |

CALL MEETING TO ORDER

Meeting called to order at 3:03 pm.

Dr. Cathryn Wilkinson

ACTION ITEMS

1. Consider Approval of the Agenda
MOTIONED (Hough), Seconded (McClary), unanimously approved.
2. Consider Approval of Minutes of November 30, 2022
MOTIONED (Hough), Seconded (Albert), unanimously approved.

Dr. Cathryn Wilkinson

Dr. Cathryn Wilkinson

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.

3. Consider Approval of Minutes of February 8, 2023

Dr. Cathryn Wilkinson

MOTIONED (McClary), Seconded (Almendariz), unanimously approved.

INFORMATION/DISCUSSION/PRESENTATIONS

1. Enrollment update for Spring 2023

Dr. Cathryn Wilkinson

Dr. Wilkinson doesn't have specific daily numbers yet, but we have pulled ahead from this time last year. She received in-depth data from the Institutional Research department; analysis was broken down by ethnicity and age. It indicated many of our student groups were fairly stable – most noted increases in ethnicity reported as “Hispanic,” and decreases in ethnicity reported as “white.” This mirrors our population. Bigger dip in students over age 24.

2. Culturally Responsive Pedagogy & Practices (CRPP) – Update

Dr. Cathryn Wilkinson

Dr. Wilkinson shared that the Chancellor announced a competitive funding opportunity. The maximum distribution would be about \$300,000 over a 2-year period. The cultural humility toolkit would be a component of this project. Ms. McClary shared that she attended the Student Success Conference presentation by Senorina Vazquez on the Cultural Humility Toolkit, and she was interested in learning more about this topic. Ms. Stephens shared that she liked their approach, and from her perspective the equity rubric being prepared for the service areas like the library will be interesting. Dr. Wilkinson added that the Cultural Humility Toolkit was developed by the state Academic Senate, and Dr. Hough brought the Cultural Humility Toolkit to her attention. The second component of this grant is already underway: Long Beach Cultural Curriculum Audit. Dr. Locke and other faculty participants who attended the training are working on this audit. The third component is to support our distance education committee by helping them raise the bar for online teachers. This would include improving online classes by making them more equitable. The fourth element would be an institute for new faculty. We are hoping to receive word of funding in April.

3. Invitation to Join [California MAP Initiative](#) - Military Articulation Platform cohort in support of Credit for Prior Learning (CPL)

Dr. Cathryn Wilkinson

Dr. Wilkinson shared that there was a donation at the state level to include more districts in a learning cohort for implementing CPL for military activity. CPL is available for students who show that prior learning has been completed, and then receive credit without taking the course. We were accepted into the MAP cohort in February, and are looking forward to the resources that will be shared with us.

4. Curriculum Committee Report, including overview of noncredit

Deborah Stephens

Ms. Stephens shared that they have been working on the local level alignment of the [CalGETC proposal](#) for a common General Education pattern. The CSUs, UCs, and CCCs are now required to have one GE pattern for students to transfer to either UCs or CSUs. For this reason, the committee has discussed the ETH requirements. The life-long learning and self-development categories will no longer be part of the Gen Ed pattern for transfer. The other big project is the ESL project; ESL is not remedial, it's learning a new language so ESL faculty are changing the designator to reflect this fact.

5. Academic Senate Report (standing item)
Tabled for next meeting.

Dr. Jason Hough

6. Governance Task Force Update

Dr. Marianne Fontes

Dr. Fontes shared that the current proposal has been making the rounds to all governance councils and committees, and our council is the last one to receive her presentation. The goal is to have a council, such as the proposed “Hartnell College Council (HCC),” that will focus on issues affecting the whole campus community. Dr. Fontes advised that they have been collecting feedback from all groups; there are patterns that they have noticed, not scattered suggestions. Dean Albert suggested balancing Student Affairs and Academic Affairs in the Student Success Council. Mr. Almendariz inquired if there is turnover in positions, is there an opportunity for others to take the roles (particularly in the management side)? Dr. Fontes shared that the President is fine with appointing managers, such as deans and directors, instead of all the vice presidents to the councils. Dr. Wilkinson inquired about the co-chair PPOA on the Institutional Resources Council, how is that not duplicated? Dr. Fontes stated that David Beymer provided feedback that the PPOA should be a revolving committee of the HCC, especially for accreditation purposes. Dr. Wilkinson inquired of our student representative if we will be able to get student participation. Ms. Rivera stated that ASHC has 15 officers, and it is often difficult to fit two ASHC members on our current governance councils and committees. There have been schedule conflicts for students who have to balance classes, work, and meetings. Dr. Fontes shared that it has been discussed to offer students stipends or release from classes. Dean Albert stated that under Equity Assurance there should be someone from technology; Dr. Fontes mentioned that this had been suggested from others. Dr. Wilkinson thanked Dr. Fontes for the hard work of the taskforce.

ACTION

Please provide your feedback by 2pm on Thursday, 3/9/23, on this form:

[Academic Affairs](#)

7. Items to be considered for future agendas

Dr. Jason Hough/
Dr. Cathryn Wilkinson

Please email agenda requests to cwilkinson@hartnell.edu and jhough@hartnell.edu (cc: dhayashi@hartnell.edu). Dr. Wilkinson reminded everyone that we have two meetings left under the current governance model, so she encouraged topics specific to academic affairs.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. April 3-8, Spring Break. **Saturday, April 1, 2023 all classes and services will operate as regularly scheduled.**
2. New council member, Fatima Barron, works for Student Affairs in the Transfer and Career Center.

NEXT MEETING(S)

- April 12, 2023
- May 10, 2023

ADJOURNMENT
Meeting adjourned at 4:03 pm.

Dr. Cathryn Wilkinson