



HARTNELL COLLEGE

**Academic Affairs Council
Minutes
February 13, 2019, 3-5p.m.
E-112**

Approved 3/13/19

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 Gonzales	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
Hetty Yelland	Faculty	X	
Daniel Teresa	Administration	X	
Celine Pinet	Administration	X	
Matt Trengove	Administration	X	

CALL TO ORDER & INTRODUCTIONS

Sonja Lolland/
Lisa Storm

Meeting called to order at 3:09 pm.

ACTION ITEMS

1. Consider Approval of Minutes of November 14, 2018 Lisa Storm
MOTIONED (Cowden), Seconded (Locke), unanimously approved with change.
Ms. Storm noted that there is “s” after “Administration” next to Dr. Lolland’s name.
2. Consider Approval of BP 4020 – Program, Curriculum, and Course Development Sonja Lolland
MOTIONED (Locke), Seconded (Mendelsohn), majority approved as is. Nay by Storm.
Dr. Locke stated that Academic Senate reviewed and approved the board policy with recommended changes noted on the routing form. Ms. Storm noted that these changes aren’t listed on the BP brought forward to our council. While she noted that these changes were minor, she felt they’re necessary. Dr. Lolland reminded everyone that she and Dr. Locke used the recommended language provided by the CCLC.
3. Consider Approval of AP 4020 – Program, Curriculum, and Course Development Lisa Storm
MOTIONED (Locke), Seconded (Reyes), majority approved as is. Nay by Storm.
Dr. Locke stated that Academic Senate reviewed and approved the administrative procedure with recommended changes noted on the routing form. Ms. Storm noted that these changes aren’t listed on the AP brought forward to our council. While she noted that these changes were minor, she felt they’re necessary. Dr. Lolland reminded everyone that she and Dr. Locke used the recommended language provided by the CCLC.

INFORMATION/DISCUSSION/PRESENTATIONS

1. College Redesign Hetty Yelland
Dr. Yelland shared brand new information in her PowerPoint presentation on the council’s webpage. She was very excited to announce that the meta-majors inquiry members will be meeting with the Student Affairs Division on February 22, 2019. Dr. Yelland is also making arrangements with the Academic Affairs deans to conduct inquiries at their area meetings. If anyone has questions about college redesign, please contact Dr. Yelland at hyelland@hartnell.edu.
2. Swim Team Proposal Daniel Teresa
Mr. Teresa shared his PowerPoint presentation on the council’s webpage. He shared that he has received many requests for a swim team, especially since Hartnell has an Olympic size pool. Dr. Lolland mentioned that this doesn’t technically fall under AP 4021, but she plans to have this proposal move through the process – present at Academic Senate, President’s Executive Cabinet, and College Planning Council. If anyone has questions about the proposal, please contact Mr. Teresa at dteresa@hartnell.edu.

3. Enrollment Sonja Lolland
Dr. Lolland reviewed the “FTES” document on the council’s website. We are at 3% growth over our target. We had a total of 746 FTES for Summer 2018, and 3275 FTES for Fall 2019. Due to the 340 FTES anticipated for Public Safety classes, we will be above our goal. Dr. Lolland gave huge kudos to inmate education and dual enrollment for our increased FTES.

Dr. Lolland stated that are efficiency numbers are soft, but we will have to manage efficiency better once the new centers are open.

4. Curriculum Kelly Locke
Dr. Locke shared the update on AB 705 posted on the council’s webpage. She reviewed the projects determined by the AB 705 implementation leads and their teams. Dr. Locke advised that they restructured the sub-groups, which includes professional development. Dean Mendelsohn shared that the special assignment positions are being funded by the Basic Skills Student Outcomes and Transformation (BSSOT) grant.

5. Catalog Update Celine Pinet
Dr. Pinet shared the sample of the proposed catalog update posted on the council’s webpage.

6. DE Project Celine Pinet/All
❖ Tabled for next meeting

7. IPEDS Data Presentation Matt Trengove
Mr. Trengove shared the PowerPoint presentation posted on the council’s webpage. He clarified that the survey was based on a cohort of full-time and part-time students. If anyone has questions about the data, please contact Mr. Trengove at mtrengove@hartnell.edu.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. N/A

NEXT MEETING(S)

- March 13, 2019
- April 10, 2019
- May 8, 2019

ADJOURNMENT

Sonja Lolland/
Lisa Storm

Meeting adjourned at 5:03 pm.

Hartnell College Mission Statement

Hartnell College provides the leadership and resources to ensure that all students shall have equal access to a quality education and the opportunity to pursue and achieve their goals. We are responsive to the learning needs of our community and dedicated to a diverse educational and cultural campus environment that prepares our students for productive participation in a changing world.