



HARTNELL COLLEGE

**Academic Affairs Council
Minutes
Wednesday, May 9, 2018, 3-5 PM
E-112**

Approved 9/12/18

MEMBERS

Name	Representing	Present	Absent
1. Dr. Lori Kildal	Administration	X	
2. Chris Moss	Academic Senate / Faculty	X	
3. Dr. Kelly Locke	Curriculum Committee Chair/Faculty	X (Leave 3:30)	
4. Antonio Alarcon	Administration	X (Leave 4:00)	
5. Clint Cowden	Administration	X	
6. Ana Gonzalez	Administration	X (Leave 3:30)	
7. Kathy Mendelsohn	Administration	X	
8. Dave Phillips	Administration		X
9. Terri Pyer	Administration		X
Vacant	C.S.E.A.		X
Vacant	L-39		
10. J. Tony Anderson	Full-Time Faculty	X	
11. Bob Maffei	Full-Time Faculty		X
12. Jim Riley	Full-Time Faculty		X
13. Violeta M. Wenger	Full-Time Faculty	X	
14. Jeff McGrath	Part-Time Faculty		X
15. Neyda Cortes	ASHC	X	
16. Yajaira Garcia	ASHC		X

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

Guests

Name	Representing	Present	Absent
David Beymer	Full-Time Faculty	X	
Dr. Brian Lofman	Administration	X	
Natalia Cordoba-Velasquez	Administration	X	
Deborah Stephens	Full-Time Faculty	X	

CALL TO ORDER & INTRODUCTIONS

Chris Moss

Meeting called to order at 3:06 pm.

ACTION ITEMS

1. Consider Approval of Minutes – April 11, 2018

Chris Moss

Motioned (Locke), **Seconded** (Cortes), majority approved, one abstention (Cowden).

2. Consider Approval of AP 4021, Establishing, Revitalizing, or Discontinuing Academic Programs

Chris Moss

Motioned (Anderson), **Seconded** (Mendelsohn), majority approved with changes proposed by Dr. Locke. Opposed (Anderson), Abstained (Moss).

Dr. Locke proposed the following revisions:

In paragraph 3 on page 6 (after sentence ending "Regional Occupational Consortium"), add the following sentence: "A CTE program may be submitted to the Regional Occupational Consortium prior to, or at the same time as, submission to the Curriculum Committee." Then in the next sentence (after "Curriculum Committee"), add "and recommendation by the Regional Occupational Consortium" and continue sentence with "the program and courses will be submitted to the Office..." Lastly, in paragraph 4 on page 6, remove "Regional Occupational Consortium (for CTE programs) and" from first sentence.

Mr. Moss reiterated the Academic Senate's concern about being removed from the initiation process. Mr. Anderson recommends that we go ahead with changes noted by the Academic Senate.

3. Consider Approval of Real Estate Discontinuance

Dr. Lori Kildal

Motioned (Anderson), **Seconded** (Mendelsohn), unanimously approved.

Mr. Moss shared the following reasons for discontinuance:

1. The program has not been offered since Spring 2009. There are no students or faculty associated with this program.
2. No impact to students, faculty, facilities, or the college.
3. Non-monetary impacts on the college (community and industry partnership).

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.]

INFORMATION/DISCUSSION/PRESENTATIONS

1. Update 2019-2024 PPA Cycle

Dr. Brian Lofman/
David Beymer/
Dr. Layheng Ting

Dr. Lofman and Mr. Beymer presented an update. They shared that there are specific requirements for reviews of Career Technical Education (CTE). Moving forward they aim for clear processes – focused on student success outcomes related to Guided Pathways. Most important modification ties program planning to operational planning and the strategic plan. Dr. Lofman shared that they are looking toward a one-year cycle for certain areas, instead of all areas. This will assist in streamlining the process.

Mr. Beymer shared proposed changes:

- Get rid of the comprehensive review.
- Planning every other year – primary time would be the fall instead of spring (this will bring the planning closer to the funding time period).
- Deans will be the only ones authorized to review and approve PPAs in eLumen.

Dean Mendelsohn advised that it's not a good idea to change the yearly process. She stated that it would make more sense to shorten the amount of pages to be more efficient. Mr. Anderson inquired if the resource allocation requests are for capital equipment; Mr. Beymer advised that this is correct.

For further questions, please contact Dr. Lofman (blofman@hartnell.edu) or Mr. Beymer (dbeymer@hartnell.edu).

2. Climate Study

Natalia Cordoba-Velasquez

Ms. Cordoba-Velasquez presented the survey, which is posted on the Council's website.

3. Enrollment

Dr. Lori Kildal

Dr. Kildal reported that we are short 191.75 FTES. An email was received today regarding the Governor's new funding formula. She shared that decisions have been made – if we continue to use our base of 7359 FTES, we could borrow from Summer 2018 FTES. However, we would need to make up that amount. Dr. Kildal has been encouraging her deans to look at opportunities for growth and expansion.

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

4. Curriculum

Dr. Kelly Locke

Dr. Locke was unavailable to report.

5. Full-Time Faculty Hiring Committee

Deborah Stephens

Ms. Stephens shared the recommendations posted on the Council’s website. These recommendations were supported by the Academic Senate at their meeting of May 8, 2018. Ms. Stephens added that the committee plans to meet and present their recommendations earlier in the academic year. Dr. Kildal reminded everyone these are recommendations that are submitted to the President for consideration.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. Ms. Wenger shared that they have students for the Construction program in Fall 2018.
2. Ms. Cortes announced that she is graduating this semester, and transferring to San Francisco State.
3. Dr. Kildal thanked everyone for their great work this academic year.

NEXT MEETING(S)

- Wednesday, September 12, 2018
- Wednesday, October 10, 2018
- Wednesday, November 14, 2018
- Wednesday, December 12, 2018

ADJOURNMENT

Dr. Lori Kildal/Chris Moss

Meeting adjourned at 4:55 p.m.]

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.]