Academic Affairs Success and Student Affairs Success Council
Minutes
November 3, 2023, 9am-11am / A-113 & Zoom

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

Guests: Carla Johnson, Ana Gonzalez, Shastina Sanchez,

1. **Call Meeting to Order**   **Romero Jalomo**

2. **Approval of Agenda**   **Jennifer Moorehouse**
   Carol Move, Romero Seconded. All approved

3. **Approval of Minutes from September 8, 2023**   **Fanny Salgado**
   Marianne motion, Jason second. All approved Joy abstained

4. **Updates on AB1705**   **Carla Johnson**
   Dean Johnson informed that the chancellor's office sent funds to assist in accelerating and
   supporting students in the non-transfer course gaps. She shared a document that contains
   the funding allocations. Hartnell was allocated one-time funding of $565,595.53 through
   2025. This funding will be dispersed to several student support programs. Some of the
   programs are the math academy workshops, panther learning lab enhancements, stats
   transformation redesign and Just in Time Math Academy. There will also be funds allocated
   to assist with English 1Ax/1A retention and engagement, ESL support, calculus revision
   community of practice. Student assistants will be hired with these funds to support research
   strategies and provide student voices. Lastly, the funding will assist with degree audit
   /CCCApply Placement to Colleague/Placement tool implementation. Dr. Garrett suggested
   having a

5. **Student Use of AI**   **Augustine Nevarez**
   Marianne Fontes
   Mr. Nevarez informed that he is getting a rise in reports of students using AI to complete
   their assignments. There is an academic dishonesty policy that is in place at Hartnell but that
   does not include AI as it was enacted before AI was available. He is seeing it from a student
   discipline aspect as well as Deans looking at how to support their faculty members in
   encountering AI. There needs to be a systemic way in supporting all. Dean Fontes informed
   that the English department is planning on coming up with a statement on AI use and placing
   it on their syllabus. She recommends creating a taskforce to assist in coming up with a plan
   and a statement from the college. The taskforce would look into what other colleges are
   doing and come up with recommendations to the college on how to handle AI. Dean Cowden
   suggested the taskforce contain faculty as well as include students to assist in informing
   students about AI and how to effectively use it and not use it. There are students who are
   failing or potentially failing due to students use of AI. Dr. Yahdi suggests looking at it from the
   students perspective. Students now are used to getting information at their fingertips and
   they use technology in different ways. The students might not be aware that it is considered
   cheating. It is important to see where students are at now and adapt to them. The burden
   should not be on the student. Dr. Moth informs that due to academic freedom and that
   instructors are the final say on accepting their assignments or not, it is important to let
   students know they must abide by the faculty member. It should be up to the faculty
   member to choose what's best for their class based on the institutions policy. Dr. Jalomo
   would like to have a stance of "innocent until proven guilty". Some faculty automatically give
   a failing grade for assignments they believe was used with AI. Dr. Jalomo suggests faculty

members have discussions with students before failing them. Dean Kaczmar suggests having AI as a key topic at the Student Success Conference in January. Mr. Martinez Melendez is not sure why we are so resistant to the use of resources available such as AI. Dr. Jimenez agree that it is important to give students the benefit of the doubt. If she senses that a student is plagiarizing she will research, the sources and then reach out to the student and has a conversation. It is important to not accuse students from the beginning. We can cause harm to our students, especially marginalized students. Dr. Moorhouse agreed and stated marginalized students don't usually reach out as they are afraid to reach out to the instructor. Dr. Yahdi commented that AI does significantly more good, maybe focus on the significant side would be great rather than the perceived negatives. Dr. Ting stated that AI is not going away. She suggested looking at and rethinking how to better assess student learning outcomes. Dr. Ceja suggested having workshops with students to educate students to inform them on the do's and dont's and incentivizing students with extra credit. It was suggested creating a Canvas module to teach students how to cite and utilize resources.

6. **Administrative Procedures**   **Kelly Locke**
                                                                     Jennifer Moorhouse

   a. **Catalog Rights (catalog p. 73 and new AP 4100?)**
      If a student leaves Hartnell for a period of time, as long as the period of time is short enough, they have the rights to graduate with the catalog they entered with. This will be relevant with the upcoming changes in the General Education pattern. Continuous attendance is defined as enrollment in at least one term during an academic year. A student who does not meet continuous attendance requirements during an academic year is considered a returning student and would follow the catalog requirements in effect at the time of their return.

   b. **Academic Renewal (AP 4240)**
      The changes to this AP remove the requirement to demonstrate a hardship or an extenuating circumstance. It also raise the number of units that can be renewed from 18 units to 30 units. That is the maximum out of the Title V requirement. The grades will still show on students records but there will be no weight in calculating GPA.

   c. **General Education Reciprocity (AP 4025?)**
      There currently isn't language in the catalog. The GE Reciprocity exists but isn't documented in the catalog or in any AP. The proposed language is that the reciprocity agreement allows students who obtain a certification of completion of Associate degree General Education (GE) requirements at one of the participating colleges to transfer to the GE coursework and graduation proficiencies/competencies to any of the other participating colleges.

   d. **Course Substitutions and Waivers (new AP 4100? and/or AP 5140 for second part)**
      Hartnell does not have a policy, only an outdated form that presents several challenges. Proposed language lays out all the rules for Associates degree for transfers. For students with a verified disability, they can substitute courses as well as petition to have the requirement waived if their disability does not allow them to complete it.

      <u>ACTION:</u>

Dr. Jalomo will move forward the four proposals on the Cabinet agenda for Tuesday, November 7. Please forward any comments or concerns on the four proposed AP's to rjalomo@hartnell.edu

7. **Juvenile Justice Grant**   **Ana Gonzalez**

    Mrs. Gonzalez shared a presentation on the Restorative Justice program at Hartnell College. Hartnell College serves currently and formerly incarcerated students in the Salinas Valley through three programs: Prison Program, Rising Scholars Network, and Juvenile Justice Program that begins next year. The prison program was prompted by SB 1391. This allowed colleges to claim apportionment for courses offered inside detention facilities. The locations are at the Salinas Valley State Prison and Correctional Training Facility, the Monterey County Jail, and the Monterey County Youth Center. Services provided from this program is in-person as well as enrollment support. The Rising Scholars Network Grant allocated $10M to community colleges through AB417. Services provided are more in-person classes, increased enrollment support, counseling services , and professional development. The college will be awarded $1.5M for 5 years to serve justice impacted youth through the Juvenile Justice Program. The required commitments are a dedicated college program staff, dedicated on-campus space for students to meet with program staff, space for student to meet for social/peer and academic support, and committed community partners in the local high school district and counseling. A justice-impacted youth is someone who has been arrested, detained, or referred to probation as a youth. Youth may now be detained in juvenile detention facilities in California up to the age of 25. The new space will be in N-9. Please review the presentation located on the council website for more information. Please contact Ana Gonzalez at agonzalez@hartnell.edu if you have any questions.

8. **Closing Comments/Adjournment**   **Romero Jalomo**

    The meeting adjourned at 11:15a.m.

    NEXT MEETING(S)