HARTNELL COMMUNITY COLLEGE DISTRICT

Academic Affairs Council
Minutes
Wednesday, March 12, 2014, 3-5 PM
E-112

Members

Name | Representing | Present | Absent
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Lori Kildal, Co-Chair | Administration | X | 
Carol Kimbrough, Co-Chair | Academic Senate/Faculty | X | 
Shannon Bliss | Administration | X | 
Matt Coombs | Administration | X | 
Loyanne Flinn | Administration | X | 
Debra Kaczmar | Administration | X | 
Terri Pyer | Administration | X | 
Mark Sanchez | Administration | X | 
Laura Zavala | CSEA | X | 
Vacant | L-39 | | 
Tony Anderson | Faculty | X | 
Carol King | Faculty | X | 
Nancy Schur-Beymer | Faculty | X | 
Lisa Storm | Faculty | X | 
Elaine Duran | Students | X | 
Andrea Rivera-Sanchez | Students | X | 

Others

Name | Title or Representing | Present | Absent
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CALL TO ORDER & INTRODUCTION
1. Meeting called to order at 3:11 p.m. Lori Kildal/Carol Kimbrough

ACTION ITEMS
1. Approval of Agenda – March 12, 2014 All approved unanimously. Carol Kimbrough
2. Approval of Minutes – February 12, 2014 Lori Kildal
   Discussion item 3: Corrected to “Dr. Kildal, Terri Pyer, and Dr. Romero Jalomo will be meeting to implement a process for all reassigned time.”
   All approved as submitted with corrections; Ms. Zavala abstained since she was not present.

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.
3. AP 3200 – Accreditation (1st Reading)  Lori Kildal
   Several changes were recommended by many members.
   
   All approved unanimously with changes. Submit to CPC.

4. AP 4030 – Academic Freedom (1st Reading)  Lori Kildal
   Discussion ensued and all agreed with wording.
   
   All approved unanimously as presented. Submit to CPC.

5. AP 4225 – Course Repetition/Enrollment Limitations (1st Reading)  Lori Kildal
   Ms. Kimbrough noted language in III.B.2 (page 2) “Legally Mandated Training Requirement” and recommended
   strikeout of “continued.”
   
   All approved unanimously with changes. Submit to CPC.

6. AP 4260 – Prerequisites/Co-requisites (1st Reading)  Lori Kildal
   All agreed to strikeout of header “Administration;” as well as moving “Definitions” from page 7 (under “Student
   Instructions”) to page 1 (directly below A.1).
   
   All approved unanimously with changes. Submit to CPC.

INFORMATION/DISCUSSION/PRESENTATIONS

1. Spring Enrollment - FTES  Lori Kildal
   Dr. Kildal reported that we are currently at 6756 FTES. We do not have all positive attendance yet; could be
   short 30-40 FTES. Fill rate approximately 89% (tentative). Additional 9 week classes were based on
   student needs.

2. Target Goal – FTES 2014 – 2015 = 6900 FTES  Lori Kildal
   a. Summer 2014
      Dr. Kildal announced that predicted goal is 900 FTES.
   
   b. Fall 2014
      Dr. Kildal announced that predicted goal is 3000 FTES.
   
   c. Spring 2015
      Dr. Kildal announced that predicted goal is 3000 FTES.

3. ACCJC Visit  Lori Kildal
   Dr. Kildal announced that she and Dr. Lewallen have received email from ACCJC. Four person external
   evaluation team will be here on Friday, April 25, 2014. Details will follow in a letter to Dr. Lewallen.
   
   Dr. Kildal commended the hard work of all involved with the Accreditation Follow-Up Report. It was sent to
   ACCJC on Monday, March 10, 2014. Special acknowledgment was made to Ms. Megan Blevins for many
   hours of work compiling the recommendations and linking the evidence.

4. Tenure Review Process/Faculty Approved  Carol Kimbrough
   Ms. Kimbrough shared handout with recommendations from Tenure Review Committee. She also shared
   handout of Rubric used to evaluate. It was agreed by all Committee members that a more efficient process
   needs to be established.
   
   Melissa Hornstein was granted tenure effective academic year 2014-2015.
OTHER ITEMS/BRIEF ANNOUNCEMENTS
Ms. Bliss noted that the Mission on Academic Affairs Council agenda footnote is not the same as recently approved Mission Statement. Need to notify Ms. Serrano.

NEXT MEETING(S)
• Wednesday, April 9, 2014 – Catalog Production Review/DE Plan (1st Reading)
• Wednesday, May 14, 2014

ADJOURNMENT
Lori Kildal/Carol Kimbrough
Meeting adjourned at 4:49 p.m.