HARTNELL COMMUNITY COLLEGE DISTRICT

Academic Affairs Council
Minutes
Wednesday, March 11, 2015, 3-5 PM
E-112

MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lori Kildal</td>
<td>Administration</td>
<td>X</td>
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<tr>
<td>Carol Kimbrough</td>
<td>Academic Senate/Faculty</td>
<td>X</td>
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<tr>
<td>Shannon Bliss</td>
<td>Administration</td>
<td>X</td>
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<td>Matt Coombs</td>
<td>Administration</td>
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<td>X</td>
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<td>Loyanne Flinn</td>
<td>Administration</td>
<td>X</td>
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<tr>
<td>Debra Kaczmar</td>
<td>Administration</td>
<td>X</td>
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<td>Terri Pyer</td>
<td>Administration</td>
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<tr>
<td>Mark Sanchez</td>
<td>Administration</td>
<td>X</td>
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<tr>
<td>Laura Zavala</td>
<td>C.S.E.A.</td>
<td>X</td>
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<td>Vacant</td>
<td>L-39</td>
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<tr>
<td>Tony Anderson</td>
<td>Faculty</td>
<td>X</td>
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<td>Carol King</td>
<td>Faculty</td>
<td>X</td>
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<td>Nancy Schur-Beymer</td>
<td>Faculty</td>
<td>X</td>
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<td>Lisa Storm</td>
<td>Faculty</td>
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<td>Anthony Ben Castillo</td>
<td>Associated Students</td>
<td>X</td>
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<td>Vacant</td>
<td>Associated Students</td>
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<td>Guests</td>
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CALL TO ORDER & INTRODUCTIONS
Meeting called to order at 3:05 p.m.

ACTION ITEMS
1. Consider Approval of Minutes – February 11, 2015
   Motioned (Flinn), Seconded (Anderson), unanimously approved.

2. Real Estate Program
   Request to Initiate Program Revitalization, Suspension, or Discontinuance:
   Motioned (Anderson), Seconded (Bliss), one opposed (Zavala), majority approved.

   As provided by AP 4021, the Academic Senate may request that an academic program go through an evaluation process to determine its vitality and viability. This request is based upon multiple

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indicators including outdated curriculum, poor rate for student achievement of program goals, insufficient frequency of course offerings, lack of qualified faculty, and changes in community needs or interest. The Senate took action on February 10, 2015 to request the initiation of this evaluation process. The process is based upon a consensus model of agreement between the Academic Senate and Academic Affairs Council; upon approval by both bodies a program evaluation committee will be convened to conduct a thorough review of the Real Estate AA Degree and Certificate program.

INFORMATION/DISCUSSION/PRESENTATIONS

1. Enrollment
   Lori Kildal
   Dr. Kildal explained the four page document on the Council’s website. On page 1, under “Total Funded FTES,” we began the academic year with a base of 6957.737 FTES. On page 2, the Chancellor’s Office restored some of our growth to a base of 7057 FTES. On page 3, our target goal was 7100 FTES, which leaves us approximately 50 FTES short. We are currently 62 FTES under, but this does not include positive attendance. On page 4, for academic year 2015-2016 base funding will be 7150 FTES. Our target goal will be 7350 FTES.

   The Fall 2015 schedule has been built with 3400 FTES, fill rate about 3200 FTES. Nothing has been built yet for Spring 2016; the Deans are currently working on the class schedules. Our goal is to build more classes for Summer and Fall 2015. There is high demand for Math and English.

2. AA-T/AS-T Degrees
   Carol Kimbrough
   Ms. Kimbrough shared that Hartnell has met the Chancellor’s original quota of degrees that we’re required to develop. We are now required to develop three (3) transfer degrees: Biology, Chemistry, and Agriculture Business.

   Ms. Kimbrough also announced that the Diesel Technology program has been approved by the ACCJC. We are planning to move forward with application for Advanced Auto Technology program.

3. AA-T/AS-T Degrees Awarded
   Carol Kimbrough
   Ms. Kimbrough stated that Hartnell has awarded 177 transfer degrees since 2012. Transfer students should be guaranteed admission into CSU or UC. They are required to admit students within their own districts first.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

- Dr. Kildal passed around the newly printed “Accreditation Follow-Up Report #2,” which has been sent to the ACCJC and the visiting team members. The ACCJC visiting team will be on our campus all day on Friday, April 10, 2015. James Fitch will post the report on our Accreditation website this Friday.

- Dean Bliss announced that the Educator in Residence is back on campus. Dr. Anne Benvenuti met with the Nursing students today, and will have her public session tomorrow at 6:00pm. Dean Bliss encouraged all to attend the “Mental Health Spa Day” sessions offered on Friday, March 13th.

- Mr. Anderson announced that the Mentor Program is happening tonight from 5:00-7:00pm. He invited all to attend. He was pleased to share that they are having much success with this program.

- Associate VP Pyer announced that an email will be sent from the Professional Development Committee about the April deadline for applications.
• Mr. Castillo announced that ASHC elections are the last week of April. He encouraged all interested students to apply at the Office of Student Life.

• Ms. Flinn announced that a donation has been made for Student, Faculty & Staff recognition. A survey will be sent campus wide for nominations. Associate VP Pyer requested coordination with the Professional Development Committee. Ms. Flinn agreed to present at their next meeting.

• Ms. Flinn also announced that she and Sharon Alheit are happy to present “Funding: Finding and Tapping” at our Council’s meeting in May.

• Dr. Kildal shared that she and Ms. Kimbrough are inviting Hartnell travelers to present at our Council when they attend conferences/seminars/workshops. We have invited faculty to present next month about the OEI Conference. Dean Bliss will present at our May meeting on the AHSIE Conference she just attended in Texas.

• Dr. Kildal announced that the Accreditation Game has been very successful. We have had several positive responses, and are happy to see the entire campus community engaged. She thanked Mr. Castillo for his continued donations of mugs and t-shirts from ASHC. Council members are welcome to send Accreditation questions to Dr. Kildal.

• Dr. Kildal announced that Panther Prep is May 1st and 2nd. Mr. Anderson will invite a representative to present next month with Dr. Sanchez, who is in charge of this program.

NEXT MEETING(S)
• Wednesday, April 8, 2015
• Wednesday, May 13, 2015

ADJOURNMENT

Meeting adjourned at 4:06 p.m.

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