1) **Call to Order and Welcome**

Meeting was called to order at 3:01PM

2) **Public Comments:** ten minutes (3-minute maximum per person) are set aside to receive comments on agenda items or items not on the agenda but within the authority (10+1) of the Senate.

Adjunct instructor, Constantine Theodosion addressed the current situation at the correctional facility in Soledad and Hartnell’s presence. Increased issues becoming a burden on faculty providing quality education, prison instructors are not being trained correctly nor do they allow adequate teaching materials for instructors. Materials that are already in the prison are not available to the instructor.
because the materials belong to the prison. There is no cooperation from the prison, which causes for the students to miss out on a lot of material and a quality education.

3) **Action Items**

   a) **Transfer of Authority from the AS Steering Committee to the Academic Senate**

      1st Carol Kimbrough, 2nd Jason Hough. Unanimous.

   b) **Adopt February 12, 2019 Agenda**

      1st Melissa Hornstein, 2nd Jennifer Moorhouse. Unanimous.

   c) **PPA Process: Information Item**

      Beymer presented to the senate the PPA Process for spring 2019. A lot of groups did a lot of work and assessments with their degrees. It was recommended that for the spring only budget request spreadsheet be done for this spring. Beymer also mentioned that it is thought by the IPRE office that PLO’s should not be part of PPAs. However, as stated by Jason Hough, our ISER specifically states that we use PLOs as part of our PPA process; Kelly Locke reminded the senate that the PPA process is part of the 10+1 and therefore, the processes cannot be changed until a proposal is submitted and senate approves.

   d) **Approve Minutes from November 27, 2018**

      1st Carol Kimbrough, 2nd Cynthia Ainsworth. Unanimous. Abstentions: Jason Hough

   e) **Committee Appointments**

      Lisa Storm

      1st Nancy Schur-Beymer, 2nd Jason Hough approved as slate. Unanimous.

   f) **Academic Rigor- Resolution in Support of ASCCC Resolution 17.03**

      Nancy Shur-Beymer

      1st Jason Hough, 2nd Nancy Schur-Beymer; Unanimous.

      Discussion occurred on reasons why having an additional resolution on prison instruction and dual enrollment is important. For the most part, it was agreed that the prison and dual enrollment programs are necessary and investment is needed in order for these programs to be successful.

      A presentation and proposal was requested for the next meeting.
4) Discussion and Information Items

a) Double Counting for Degrees
Kelly Locke

In the past, students were not allowed to double-count a course; curriculum committee looked further into this and realized that changing this rule will help students in various aspects of meeting their requirements. Curriculum committee voted to recommend to senate that we put a statement on all of our CTE and local degrees so that they are all consistent and match the degrees for major. It is also recommended that the catalog is cleaned up and removes language indicating past practices. This change will open up elective opportunities for students.

b) Student Cheating
Melissa Hornstein

Hornstein presented to the senate on the excessive amount of cheating happening during final exams. Students are having other students write their papers, and things have progressively gotten worse with technological resources.

Hornstein suggested having bathroom monitors during final exams, and assistant proctors in large classes to help supervise but also closing the loop on repeated cheaters by having stronger disciplinary action.

Locke suggested addressing the situation by cleaning up our current policy under student misconduct, page 44 of catalog. It was recommended that the severity of discipline will increase if a student cheats repeatedly. Senate will discuss and make a recommendation to modify the current AP, and take it to Student Affairs Council and College Planning Council.

It was also suggested that Dr. Jalomo and Augustine Nevarez be invited to discuss the situation further.

c) Update on Website Modification
Bala Kappagantula

Bala presented the sample template of the new website to the academic senate. He stated that the goal is to go live after the accreditation visit, which would ideally be spring break 2019. The website is part of a new CMS with an integrated tool that checks for accessibility guidelines and prompts when there is an accessibility issue.

I.T. is currently in the process of migrating content, all files and templates are being transferred to the new website. The website will then freeze for 48 hours to do a final transfer and to make sure that the content is all there. Communication will be sent out soon, through the IT department newsletter and through email on workshops on how to navigate the new website.

d) Textbook Ordering
Lisa Storm

Textbook Ordering delayed until the 2/26 meeting
e) **DEC Updates**  
Lindsey Bertomen/Carol Hobson

Bertomen and Hobson presented to the academic senate the accomplishments and progress of the Distance Education Committee (DEC). They presented data on the overall Distance Education (DE) trend which show an increase in DE student success. Hartnell was at one point one of the top colleges for DE offerings. However; over time, we have failed to grow our DE offerings. The Online Education Initiative (OEI) was designed to expand online course offerings as a collaborative effort of community colleges and develop quality online courses, resources and coordinating technology to help the student finish faster online. Hartnell currently has 3 instructors who have met the rubric standard for OEI and because it’s a growing trend we want to be able to offer more degrees online. Currently, there is a grant availability through the Chancellor’s Office for DE. We would like to pursue that grant to be able to improve our access and enhance support structures. A team is needed to look and see if what courses we can align so we can offer them online.

5) **President’s Report**

Storm made an announcement to the senate members on the importance of taking information back to their constituents. This will deepen institutional dialogue, and it will get the information back to our faculty.

6) **Announcements (Senators): Updates on Standing Committees/Governance Councils/Task Forces/ASCCC Events.**

Schur-Beymer updated the senate on the negotiations that have begun. One of the sunshine items is getting back faculty chairs, the barrier has been a PERB decision, to which we have all agreed to take a look back at this again. A sample idea of what that position might look like has been drafted and we are at the point where we need to widely distribute feedback. This is not an item that has been decided upon, we are only talking about it. Workshops will be coming up and we will develop a plan we can go forth with.

7) **Adjournment**-President Storm adjourned the meeting at 5:06 pm.