



HARTNELL COLLEGE

**College Planning Council
Minutes**

**March 17, 2021, 3-5:00 p.m.
E-112/Via Zoom**

MEMBERS

| Name | Representing | Present | Absent |
|---------------------------|---------------------|----------------|---------------|
| 1. Raul Rodríguez | Administration | | X |
| 2. Cheryl O'Donnell | Academic Senate | X | |
| 3. Steven Crow | Administration | X | |
| 4. Romero Jalomo | Administration | X | |
| 5. Clint Cowden | Administration | X | |
| 6. Cathryn Wilkinson | Administration | X | |
| 7. Brian Lofman | Administration | X | |
| 8. Jackie Cruz | Administration | X | |
| 9. Mostafa Ghous | Administration | X | |
| 10. Delia Edeza | CSEA President | | X |
| 11. Fanny Salgado | CSEA | | X |
| 12. Belen Gonzalez | CSEA | | X |
| 13. Guy Hanna | CSEA (Alternate) | X | |
| 14. Christine Svendsen | HCFA President | X | |
| 15. Daniel Lopez | Faculty | X | |
| 16. Chris Moss | Faculty | X | |
| 17. Miguel-Angel Manrique | Faculty | X | |
| 18. David Beymer | Faculty | X | |
| 19. Nancy Schur-Beymer | Faculty | | X |
| 20. Carol Kimbrough | PT Faculty | X | |
| 21. Christopher Verdin | Associated Students | | X |
| 22. Dulce Mendez | Associated Students | X | |
| 23. Vacant | L-39 | | |

GUESTS

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CALLED TO ORDER

The meeting called to order at 3:03 p.m.

1. Approve March 17, 2021 Agenda **Raul Rodriguez/Cheryl O'Donnell**
MSC: Kimbrough/Beymer approve agenda as presented.

2. Approve February 17, 2021 Minutes **Raul Rodriguez/Cheryl O'Donnell**
MSC: Beymer/Kimbrough approve minutes as presented.
Abstention: Cathryn Wilkinson

3. Promoting Organizational Success (HR Survey Results) **Brian Lofman**
Dr. Lofman introduced part of the surveys that institutional research has been doing in order to get an idea of perceptions of various groups of employees, as well as students. The HR survey was to get an idea on how people are dealing with the pandemic in their workplace, and the long term future.

Dr. Trengove presented the key results from the survey. The objective of the survey was to determine what the impact of working remotely has had on other aspects of your life. A response of 233 to the survey showed results on the advantages from working remotely, impacts of remote work, productivity/interactions, work-life balance, productivity measures, technical issues, and technology needs.

This along with the student survey will later be presented as an entire experience.

4. Report from Governance Redesign Task Force **Brian Lofman**
Dr. Lofman introduced the item as part of Institutional Innovation Effectiveness Plan. Dr. Hough. and Dr. Yelland will be part of the task force.

Hetty presented the work that the task force has started. Staff/Faculty/Admin were appointed in Jan/Feb, the team reviewed HCC current governance model and other innovative models such as, American River College. Once we have the governance redesign completed, we want to make sure we are student centered and equity minded. Moving forward the team will be reviewing the first draft models, between Friday and April 9, and solidifying those drafts into options to present to the college at the townhall on April 9th. We want people there to give their point of views, suggestions and ideas so we can make the changes and come up with the best possible model. We are on track, we are hoping by the end of spring 2021 we can complete the process and get it through the approval process.

5. Code of Communication Conduct Training **Brian Lofman**
Dr. Lofman introduced the Code of Communication Conduct Training as another part of the Institutional Innovation and Effectiveness Plan. Dr. Hough is working on a specific training that will be rolled out to employees and students at the college.

Dr. Hough presented the Code of Communication Conduct, its goal is to improve the communication climate on campus. Our ISER includes a statement saying the institution demonstrates integrity in all policies, actions, and communications. Dr. Lofman and Dr. Hough collaborated to determine the top priorities, looked at existing APs and BPs, looked at sister institutions. It was determined

communications standards should be handled as values versus dictates. Communication standards should focus on positive behaviors, simple to learn and universal in application.

Jason presented the proposal with PANTHER to introduce key concepts to help better communication on our campus.

P avoid PERSONAL attacks

A CCEPT differences

N communicate what is NECESSARY

T be TIMELY

H practice HEALTHY Communication

E NGAGE proactively

R EPAIR broken communication

Jason demonstrated the Hartnell College Code of Communication Conduct module course.

The Code of Communication Conduct is currently being presented to key stakeholder groups and committees. A pilot of the training will begin March/April to include administrators, board members, faculty, classified, non-classified, and students.

The training is schedule to become available for all stakeholders fall 2021. Clarification was asked on the consequences of this type of conduct and HR being involved. The training is not a requirement so there is talk on an incentive, to encourage people in taking this training.

6. Academic Senate Update

Cheryl O'Donnell

Cheryl gave an update on how Academic Senate has been working on addressing the call to action. It is working on a local senate survey that was sent to every college addressing anti-racism. A team was put together from different committees and groups consisting of faculty, classified, and administration. The team is also getting input from different college groups we are working on finalizing the data and have a deadline of March 22.

A townhall is planned for April on anti-racism with a panel of different people/representatives. The state-side senate passed a pledge and encouraged the local senates to do the same. After discussion Academic Senate decided to create a anti-racism commitment statement.

7. Evaluation of Effectiveness of CPC

Raul Rodriguez

Cheryl explained to the CPC the purpose of the Evaluation of Effectiveness of CPC. She asked all participants to fill out the survey.

ANNOUNCEMENT

ADJOURNMENT

MSC: Moss/Kimbrough 4:05 pm

NEXT MEETINGS

April 7, 2021

May 19, 2021

April 21, 2021

May 5, 2021