



HARTNELL COLLEGE

**Hartnell College Council**  
**October 11, 2024, 1:00-3:00 p.m.**  
**E-112 and Zoom**  
**Minutes**

**APPROVED 11/8/2024**

<b>MEMBERS</b>	<b>Constituent Group</b>	<b>Present</b>	<b>Absent</b>
1. Kelly Locke, Tri-chair	Academic Senate	X	
2. Shawn Pullum, Tri-Chair ( <b>Jess Green</b> )	Classified	X	
3. Michael Gutierrez, Tri-Chair	Administration		X
4. Tony Anderson, Member	Academic Senate		X
5. Carlos Chavarin, Member	Classified		X
6. Zoe Cruz Uribe, Member	A.S.H.C.	X	
7. Lisa Fischler, Member	Classified	X	
8. Romero Jalomo, Member	Administration	X	
9. Carol Kimbrough, Member	Academic Senate	X	
10. Marissa Avelar, Member	A.S.H.C.		X
11. Gayle Pitman, Member	Administration	X	
12. Ariana Rodriguez, Member	Classified	X	
13. Nancy Schur-Beymer, Member	H. C. F. A.	X	
14. Lucy Serrano, Member	Classified	X	
15. Lisa Storm, Member	Academic Senate	X	
16. Ram Subramaniam (Marianne Fontes)	Administration	X	
17. Kayla Valentine, Member	Administration	X	

**CALL TO ORDER/ONE HARTNELL**

Chair Kelly Locke called the meeting to order at 1:03 p.m. Ram Subramaniam reported on One Hartnell. The most recent update was sent campus wide on October 9<sup>th</sup>, information about the College earning the Seal of Excelencia, a national certification from Excelencia in Education, has been shared, the next Get Connected session is October 14<sup>th</sup>; he will spotlight the annual instructional schedule, and he encouraged everyone to attend the Achieving the Dream Capacity Café on Tuesday, October 15<sup>th</sup> in Steinbeck Hall.

**MINUTES – May 10, 2024 Amended**

Lisa Storm motioned to approve the May 10, 2024 meeting minutes as amended. Ram Subramaniam seconded the motion. The motion carried. The amendment is the addition of AP 4025, Philosophy and Criteria for Associate Degree, Baccalaureate Degree, and General Education. The AP was approved at the meeting, but was inadvertently left out of the minutes.

**MINUTES – September 13, 2024**

Carol Kimbrough motioned to approve the September 13, 2024 meeting minutes. Lisa Storm seconded the motion. The motion carried.

**CARING CAMPUS COMMITMENTS:** Ten-Foot Rule, Nametags, Cross-Department Awareness, Warm Referrals, Welcoming Students

**HARTNELL COLLEGE VISION STATEMENT:** Hartnell College students will be prepared to contribute as leaders to the intellectual, social, cultural, and economic vitality of our communities and the world.

**HARTNELL COLLEGE MISSION STATEMENT:** Focusing on the education and workforce development needs of communities in the Salinas Valley, Hartnell College strengthens communities by providing opportunities for students to reach career and/or academic goals (baccalaureate degrees, associate degrees, certificates of achievement, transfer to four-year institutions) in an environment committed to student learning, achievement and success.

## **EVALUATION OF GOVERNANCE STRUCTURE**

The Council discussed the evaluation of the new governance structure to determine the effectiveness and to identify areas of improvement. A discussion ensued about how to proceed and the Council agreed to form a working group to develop questions for separate discussion by councils and to develop a survey. Assigned to this task is Kelly Locke, Lucy Serrano, Kayla Valentine, and Layheng Ting. There was discussion about how the councils are intended to be action-oriented and there was discussion about removing Senate items from council work. To assist in this discussion, Gayle Pitman shared that she is working on a document that identifies governance versus operational functions. The document will forward to the Council for review. Recommendations from the workgroup will forward to the Council when ready.

## **GOVERNANCE HANDBOOK**

Gayle Pitman motioned to approve the Governance Handbook. Lisa Storm seconded the motion. The motion carried. Before the vote, Lucy Serrano recalled that the Council received the draft handbook at its September meeting with the intent of considering approval at this meeting. She noted that the handbook is a living document that is intended to get updated regularly. The approved handbook will get posted to the governance webpage.

## **OPERATIONAL MEMORANDUM (OM)**

OM 103, Internal Surveys

Ram Subramaniam motioned to approve OM 103, Internal Surveys. Lisa Storm seconded the motion. The motion carried with the addition of language regarding members of collective bargaining units conducting surveys.

Gayle Pitman provided an overview of the OM stating the OM helps establish a clear process for developing and administering internal research projects, such as college-wide surveys, focus groups, and interviews, to students and/or employees. Overall large-scale surveys involving students, community need to go through her office, while the small-scale surveys do not. Nancy Schur Beymer asked to insert language clarifying that members of collective bargaining units can conduct their own surveys without going through the institutional research office, and Gayle agreed. The OM will be revised and forward to the superintendent/president for consideration of approval.

OM 701, Employee Resource Group

Lisa Storm motioned to approve OM 701, Employee Resource Groups. Ram Subramaniam seconded the motion. The motion carried with a minor revision to the online application regarding the goals of the resource groups.

Gayle Pitman explained that employee resource groups are aimed to improve employee retention, diversity, equity, and inclusion. The OM outlines the process for forming a group. An online Google application is available to interested employees. If approved, the resource group could receive funding through the Human Resources EEO fund. Leaders of groups will have a training opportunity. Through the review of the online Google application, Lisa Fischler suggested revising the question related to goals for a group. A discussion ensued and Gayle Pitman agreed to revise the language. The OM will forward to the superintendent/president for consideration of approval.

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## **STRATEGIC PLANNING**

### **Key Performance Indicators (KPIs)**

Gayle Pitman presented the proposed Strategic Plan Key Performance Indicators. Since last presented to the Council, a couple of revisions were made to the KPIs and Gayle noted the revisions. Lisa Storm motioned to approve the KPIs. Ram Subramaniam seconded the motion. The motion carried.

### **Mission, Vision, and Values Statements**

The Council reviewed the proposed mission, vision, and values statements. Prior to presenting the recommendations from the workgroup, Gayle Pitman highlighted the work leading up to the development of the statements:

#### Proposed Mission Statement

*We empower people and community through education.*

The workgroup also developed a longer, interpretive statement to meet accreditation standards.

*Hartnell College strengthens Salinas Valley communities by providing educational and workforce development opportunities for students to reach career and/or academic goals (baccalaureate degrees, associate degrees, certificates of achievement, and transfer to four-year institutions) in an environment committed to student learning, achievement, equity, and post-completion success.*

It was suggested to remove *of achievement* after certificates. The Council agreed and Gayle will update.

#### Proposed Values Statements

*Education.* We believe it is important to state explicitly that education is our highest value, and is the reason why we are here. We believe wholeheartedly that education is fundamental to achieving personal and economic advancement, equity, sustainability, and community vibrancy.

*Connection.* We know that feeling connected fosters a sense of belonging and community. *Connection helps us build and maintain trust, improve communication and collaboration, strengthen relationships with each other, and grow a strong community of care.*

*¡Si se puede!/Yes, we can!* The one phrase that rallies our community is “¡si se puede!” Whether you’re a student, an employee, or a community member, we believe that every one of us has the right and the ability to chart our own path, write our own story, and exercise agency.

*Cultural wealth.* We embrace all of our students, employees, and community members for who they are, and we value the rich cultural assets they bring to us. Our students come to us and make us better, and they go out and make the world better.

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*Impact.* What we do matters to our students and to our community. Wherever we sit, we all play a critical role in advancing equity, post-graduation success, and economic and community vibrancy. We believe that whatever our intentions may be, impact is what truly drives change.

#### Proposed Vision Statement

*A place where dreams become possibilities.*

The Council made some suggestions to the vision statements and Gayle stated that a lot of thought went into this work; that many beautiful statements were considered and that it is important to preserve the voice of those students and employees who presented the statements. She will take back the suggestions to the workgroup.

The statements will continue to be vetted and will return to the Council for consideration.

#### **ACCREDITATION UPDATE**

The Accreditation Committee had its first meeting and reviewed the evidence gathered so far. The committee also identified evidence gaps and will continue with gathering evidence and the VPs will begin to discuss standards within their areas. Also, Accreditation Committee members are encouraged to review reports of other colleges using the new standards.

#### **ADJOURNMENT**

The meeting adjourned at 2:40 p.m.

#### **NEXT MEETING(S)**

November 8, 2024

December 13, 2024

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