



HARTNELL COLLEGE

Hartnell College Council
May 10, 2024, 1:00-3:00 p.m.
E-112 and Zoom
Minutes

APPROVED 9/13/2024 (Amended)

MEMBERS	Constituent Group	Present	Absent
1. Kelly Locke, Tri-chair	Academic Senate	X	
2. Shawn Pullum, Tri-Chair	Classified	X	
3. Michael Gutierrez, Tri-Chair	Administration	X	
4. Tony Anderson, Member	Academic Senate		X
5. Gricel Briseno, Member	Classified	X	
6. Carlos Chavarin, Member	Classified		X
7. Ruben Cuna, Member	A.S.H.C.		X
8. Delia Edeza, Member	Classified		X
9. Romero Jalomo, Member	Administration	X	
10. Carol Kimbrough, Member	Academic Senate	X	
11. Lorena Ledezma, Member	A.S.H.C.		X
12. Angel Lopez, Member	A.S.H.C.		X
13. Lupita Nunez, Member	A.S.H.C.		X
14. Gayle Pitman, Member	Administration	X	
15. Nancy Schur-Beymer, Member	H. C. F. A.	X	
16. Lucy Serrano, Member	Classified	X	
17. Lisa Storm, Member	Academic Senate	X	
18. Ram Subramaniam (Marianne Fontes)	Administration	X	
19. Kayla Valentine, Member	Administration	X	

Guests: Graciano Mendoza, Vice President of Administrative Services
Tracey Gomez, Dean of Student Equity
Cheryl O'Donnell, Faculty

CALL TO ORDER/GUIDED PATHWAYS

Chair Kelly Locke called the meeting to order at 1:05 p.m. and read aloud the Guided Pathway Pillars.

MINUTES – APRIL 12, 2024

Lisa Storm motioned to approve the April 12, 2024, 2024 meeting minutes. Gayle Pitman seconded the motion. The Council approved the minutes.

MERGING OF ACADEMIC (AASC) AND STUDENT (SASC) AFFAIRS COUNCIL

Gayle Pitman motioned to table the item to the fall. Lisa Storm seconded the motion and the Council tabled the item to the fall.

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.

In alignment with the Governance Charter, and after the first year of implementation of the new governance structure, the AASC and SASC individually discussed whether to merge permanently or maintain the hybrid collaboration. The AASC agreed to combine; however, the SASC decided to survey its members to determine how to proceed. The survey indicated an overall desire to keep the councils separate; that meeting every other month was inefficient and logistically challenging.

The HCC had a lengthy discussion and recognized that the two councils need to collaborate, as noted in the Governance Charter. Concerns expressed by SASC members was the composition of membership and the different areas of focus for each council. It was suggested to remove 10+1 items from the AASC; to leave that work to the Senate and their committees. The HCC made no decision, but they did identify the next steps:

1. Both the AASC and SASC complete a survey to be developed and administered by Gayle Pitman's office.
2. Tri-chairs from both councils meet and review the results and forward a recommendation to the HCC in the fall.
3. Two questions for the tri-chairs to consider, where are we now and where do we want to be?

STUDENT AFFAIRS SUCCESS COUNCIL (SASC) GOALS

Lucy Serrano motioned to approve the Student Affairs Success Council Goals 1, 3, and 4. Lisa Storm seconded the motion. The motion failed.

A lengthy discussion ensued around Goal #2: to review and act upon Student Affairs Program Planning and Assessments (PPAs) and the resource allocation requests annually. President Gutierrez asked if this goal was more operational. Romero Jalomo, SASC Tri-chair, responded that the former governance structure included PPAs and resource allocation requests as a responsibility of the Student Affairs Council. Additionally, he said that the Student Affairs Leadership Team (SALT) reviews and prioritizes their division resource allocation requests, and those priorities are forwarded to the VP of Administrative Services. However, the new governance structure does not include PPAs and prioritizing resource allocation requests as a charge of the SASC. The SASC charge is to research contemporary issues and trends and promote best practices related to the services and programs that contribute to student success and the quality of campus life. As such, Lucy Serrano motioned not to include Goal #2 and to approve Goals # 1, 3, and 4, but the motion failed. There was no further discussion, and the HCC will revisit the goals for the SASC in the fall.

STRATEGIC PLAN GOALS

Nancy Schur Beymer motioned to approve the Strategic Plan Goals. Marianne Fontes seconded the motion. The Council approved the Strategic Plan Goals.

Prior to the motion, Gayle Pitman provided an overview of the goals, noting minor revisions since last presented to the HCC. Gayle stated that the goals were vetted across the campus. The next step is to start nailing down KPIs and strategies; this work will continue at the start of fall with final approval of the Plan by the end of fall.

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PROGRAM PLANNING AND ASSESSMENT

Graciano Mendoza thanked Dave Beymer for his leadership in developing the 2024-25 Program Planning and Assessments timeline. David stated that the timeline is similar to former years, but is in a new format. Graciano provided an overview of the timeline reviewing each step in the process. Additionally, David shared the rubric used to guide the development of PPAs and stated that there are plans to develop a rubric for personnel requests sometime in the fall. The timeline has been approved by the Institutional Resources Council (IRC), Academic Senate, and the Program Planning and Outcome Assessment Committee. Graciano announced the May Revise was released today and that a special IRC meeting is scheduled in June to review the budget update.

WORKPLACE VIOLENCE PREVENTION PLAN

Graciano Mendoza presented the Workplace Violence Prevention Plan. He stated that California has enacted a new workplace violence prevention law, which requires, by July 1, 2024, the District develop and implement a written workplace violence prevention plan, provide annual training on the plan, and maintain a log of incidents of workplace violence. Further, the law requires that the District offer employees the opportunity to be involved in the development and implementation of a plan. He assigned the work to the Safety Committee, a subcommittee of the Institutional Resource Council (IRC), led by Edwina Cervantes, Director of Safety. In spite of the short timeline to develop a plan, Graciano said that Edwina took a collaborative approach, working with employee groups. He also stated that emergency and safety trainings occurred late fall and throughout the spring, both in person and online. To ensure the District remains compliant with the legislation, the Safety Committee established the Workplace Violence Prevention Committee responsible for the successful development and implementation of the plan. Graciano briefly pointed out the components of the plan and encouraged the Council to provide feedback to his office.

BOARD POLICIES AND ADMINISTRATIVE PROCEDURES

Marianne Fontes motioned to approve **AP 4025, Philosophy and Criteria AA/AS, BA/BS and General Education**, AP 4042, Open Educational Resources and Low-Cost Textbooks, AP 4250, Probation, BP 4250 Probation, Disqualification, and Readmission, and AP 4255, Dismissal and Readmission. Nancy Schur Beymer seconded the motion. The Council approved AP 4042, Open Educational Resources and Low-Cost Textbooks, AP 4250, Probation, BP 4250 Probation, Disqualification, and Readmission, and AP 4255, Dismissal and Readmission.

Prior the motion, Lisa Storm highlighted AP 4042, **Kelly Locke reviewed AP 4025**, and Tracey Gomez went over the changes to AP 4250, BP 4250, and AP 4255. The APs will forward to the superintendent/president for consideration and the BP will forward to the Governing Board as information on June 4, 2024, with final consideration at the July 9, 2024 board meeting.

ADJOURNMENT

The meeting adjourned at 3:07 p.m.

NEXT MEETING(S)

September 13, 2024

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

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