



HARTNELL COLLEGE

Institutional Resources Council

Minutes

October 4, 2024, 9am-11am

E-112

Zoom Link: <https://hartnell-edu.zoom.us/j/83970537054>

Meeting ID: 839 7053 7054

MEMBERS	Constituent Group	Present	Absent
1. Graciano Mendoza (Tri-Chair)	Administration	x	
2. Joseph Reyes	Administration	x	
3. Christopher Padgett	Administration	x	
4. Vacant, HSI	Administration		
5. David Techaira	Administration	x	
6. Marlene Hernandez (Tri-Chair)	Staff	x	
7. Daniel Oviedo	Staff	x	
8. Maria Marin	Staff		x
9. Dina Hayashi	Staff		x
10. Jessica Mora Martinez	Staff	x	
11. David Beymer (Tri-Chair)	Faculty	x	
12. Cynthia Ainsworth	Faculty	x	
13. Steve Ettinger	Faculty	x	
14. Nancy Schur-Beymer	Faculty		x
15. Vacant	Faculty		
16. Brian Resendiz	Associate Student		x
17.	Associate Student		
18.	Associate Student		
19.	Associate Student		
Total Members 14 (Quorum-8)		10	4

Guest Speaker: Dr. Chelsy Pham, VP of Information Technology

1. Call Meeting to Order

Meeting called to order at 9:16 a.m., Oct. 4, 2024

2. Approval of Agenda

Consider approval of Oct. 4, 2024 meeting agenda

Motion to approve agenda for Oct. 4, 2024. Motion carried (Mora Martinez, Techaira)

3. Approval of Minutes

Consider approval of Sep. 6, 2024 meeting minutes

Motion to approve minutes for Sept. 6, 2024. Motion carried (Reyes, Techaira)

4. Update on Printers

Dr. Chelsy Pham

- The RFP process is ongoing and finalizing contracts and terms with the vendor is expected in November.
- Issues with printing due to student printing incidents have raised concerns about paper weight.
- Decision to start charging for printing is currently under discussion.
- Historical charges for printing have been questioned due to discrepancies.
- Decision to charge students to be made collectively.
- Implementation of printing charges to be discussed in the spring.
- The current printing account is limited, raising questions about the use of code funds for printing.
- Legalities of using code funds for printing are being considered.
- The board meeting in November will discuss the new company process and award process.
- Enables web-based printing, allowing for easy access to employee ID cards.
- New printers feature a reader for card registration.
- Remote printing allows printing from anywhere, including home or at any location.
- Print jobs can be picked up by checking the employee's badge.

5. Review BP.

- Review process involves reviewing 15 board policies from the area.
- The framework, developed by the President, identifies who, why, impact, requirements, and recommendations.
- Review process includes assessing compliance, regulatory, and state policy reasons.
- Proposed focus is on 5 board policies, aiming to concentrate on the most unchangeable.
- Proposed policies include for discussion and updates are 6330, 6400, 6520, 6540, and 6620.
- Other policies proposed for review are standard: 6150, 6200, 6250, 6300, 6307, 6340, 6341, 6345, 6365, and 6520.
- Review process remains open to revisiting any items.
- Request for detailed discussion on upcoming meeting topics.
- Request for feedback at least a week prior to meeting.
- Uninterested topics will be grouped and consented.
- Next meeting will be allocated to relevant BPs.

6. Funding PPA Rubric Information

- Feedback from PPA Funding through shared governance provides insights.
- Steve Ettinger adds more detail to the funding rubric, incorporating dialogue for each aspect.
- College council and the Academic Senate approve the funding rubric in February.
- Faculty rehire rubric serves as a measure of whether a position should be rehired or replaced.

- The rubric calculates the number of full-time equivalents taught and multiplies it by 60%, indicating that 60% of classes will be taught by a full-timer.
- Dave mentions the issue of a wait list and suggests considering wait lists as students are voting for these classes.
- Dave suggests looking at the part-timer pool to find qualified teachers for certain classes.
- The Golden 4 is now the Golden 5, with ethnic studies becoming the fifth program.
- A single department with a wait list can have a significant impact on the growth capacity of the department.
- Many CTE courses are taken out before graduation, making it hard to justify completion metrics.
- All faculty positions are funded through Fund 11, the main general fund.
- Foundation money can be used to fund faculty positions for the first three years.

Discussion on Strategic Goals and Retirements

- Academic Senate is advocating for hiring faculty in the spring semester to improve hiring pools.
- Current summer hiring process has resulted in several failed searches due to inadequate pools. The goal is to avoid hiring at the end of the school year, allowing for more efficient hiring.
- The proposal is to incentivize early retirement announcements to expedite hiring.

7. Draft-Rehire Rubric for Manager/Classified Professional

- Discusses 50% rule and split position possibility.
- Dave suggested review and approval of rubric for feedback.
- Challenges include lack of hard data from faculty.
- Highlights need for replacements and compliance with regulations.
- Highlights complexity of positions and need for clear understanding.
- Council to review approved positions before moving to faculty and academic side.
- Involving managers in senior management, Cabinet, VP. Ops, Dean's meetings, and student and academic affairs leadership teams.

8. Draft-Rehire Rubric for Full Time

- Utilization of metrics for faculty hiring.
- Faculty dashboard for faculty rubric.
- Plans for faculty rubric approval by academic center, Academic Senate, and college counsel.
- Clear communication and consideration of position needs.
- Mechanism to address institutionalization of positions or absence of manager.
- Reevaluating position needs based on department function or unmet needs.
- Benefits of classified positions for faculty retention and efficiency.

9. Update on Facilities Sub-committee

- Facilities Sub-committee will reconvene
- Three Facility Request have been made received
- Schedules meetings as needed.

- All parties involved will be informed throughout the year.
- Reminder that all Final decision are sent to President and Cabinet.

10. Update on Safety Committee

- Safety subcommittee schedule for November 1st.
- Invitation to the meeting will be available in Richard's weekly notices bulletins.
- Parking is a key concern.

11. Closing Comments/Adjournment

The meeting adjourned at 10:28 a.m.

NEXT MEETING(S)

Nov.1, 2024