

# DRAFT



HARTNELL COLLEGE

## College Planning Council

### Minutes

October 6, 2021, 3-5:00 p.m.

<https://cccconfer.zoom.us/j/92814546379>

#### 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. Herbert Cortez	CSEA		X
12. Lisa Fischler	CSEA		X
13. Guy Hanna	CSEA	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. Jane Hernandez	Associated Students	X	
22. Vacant	Associated Students		
23. Vacant	L-39		

#### GUEST PRESENTER(S)

24. Matthew Trengove	Director of Institutional Research
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#### 1. CALL MEETING TO ORDER

Cheryl called the meeting to order at 3:04 p.m.

## **2. APPROVAL OF AGENDA**

MSC: Kimbrough/Jalomo  
Approved the meeting agenda.

## **3. APPROVAL OF MINUTES**

MSC: Kimbrough/Lofman  
Approved the meeting minutes of May 19, 2021 as presented.

MSC: Kimbrough/Lofman  
Approved the meeting minutes of September 15, 2021 as presented.

## **4. STUDENT SUCCESS AND EQUITY DATA TOOLS**

Dr. Brian Lofman stated that the Office of Institutional Planning, Research, and Effectiveness has been working on a variety of student success and equity data tools and dashboards for some time. One by one, each of the tools and dashboard were presented to the CPC and some were presented to the Academic Senate, Student Success and Equity Committee, other committees, and governance councils. Dr. Lofman also stated that the draft recommendations from the President's Task Force on Race and Equity are being circulated; existing data tools and dashboard will be improved over time based on ongoing conversations on these issues. Dr. Lofman invited Dr. Matthew Trengove to present on the tools/dashboard available. Dr. Trengove shared a two-page resource of all tools and dashboard and stated that he would highlight a few. He illustrated the enrollment success and transfer dashboard, impact of AB705 initiative, and program and service level metrics. He noted that some data is updated every term while the CSU and UC data are updated annually. The tools/dashboard are intended to provide quick access to the College's data in response to questions, college planning and decision-making.

[The Student Success an Equity Data Tools](#) presented by Dr. Trengove is available online. In closing, Dr. Lofman thanked Dr. Trengove for his leadership and for all of his work.

## **5. PLANNING FOR 2021-22 COUNCIL GOALS/FOCUS – Continued discussion**

Cheryl stated that the Academic Senate and some of its standing committees have set goals for the year and that she wanted to bring back this item for further discussion. She projected the goals of the equivalent body to the CPC at Cabrillo College. She asked if the CPC want to identify an area(s) to focus on this year or stay the course (receive presentations/review policy). She suggested that the CPC could be a resource to the Governance Redesign Task Force. Dave Beymer suggested to set one goal; support the activities of the President's Task Force on Race and Equity. The recommendations of the Task Force are not quite ready, but will be presented to the Academic Senate and CPC in the near future. Carol Kimbrough suggested enrollment management based on the directive to offer more face-to-face courses. Dr. Rodriguez stated that enrollment management is an important topic, and absent an enrollment management committee, the CPC could fill that gap. Also, he stated that online course offerings prior to the pandemic was too low (11%) and that we need to increase that percentage and his goal is to not set a percentage for either face-to-face or online course offerings. Kelly Locke, Curriculum Committee Chair, reported via Chat, that the Curriculum Committee is working on increasing distance education addendums. Dr. Lofman agreed that discussions on enrollment management are needed and that those discussion should be led by those most involved and influential such as the vice president of academic affairs.

## **6. COVID UPDATE**

Dr. Rodriguez reported that the District has started negotiating the impacts of the vaccine mandate and for the most part, employee groups are supportive; however, details need to be worked out. Also, he reported that Daniel Scott has developed flow charts to outline procedures on how to handle COVID related situations that arise on campus and in the classroom. The flow charts will be presented to Cabinet next week and will be shared college-wide when ready. Cheryl shared that she and other faculty appreciated the email about COVID protocols; that this was related to concerns she raised at the last CPC meeting.

## **7. TASK FORCE ON FUTURE WORK AT THE DISTRICT**

Dr. Rodriguez shared that a couple of districts have been working on the future of work for their organization. He stated that he thinks it would be good to form a task force to look at their work, to think about the future of Hartnell, and to come up with recommendations. The pandemic has taught us that working remotely can work for some. Dr. Wilkinson stated she likes the idea of discussing and believes it could help with recruitment. Cheryl believes this topic is worthy of discussion and stated that it is forward thinking. Carol Kimbrough agreed. Dr. Rodriguez is still thinking about how to do this work and he will come back with suggestions.

## **8. ADJOURNMENT**

MSC: Beymer/Kimbrough

The meeting adjourned at 4:26 p.m.

## **NEXT MEETINGS**

October 20, 2021

November 3, 2021

November 17, 2021

December 1, 2021

December 15, 2021