



HARTNELL COLLEGE

**College Planning Council
Minutes**

March 20, 2019, 3-5 p.m.

E-112

MEMBERS

APPROVED 4/3/19

Name	Representing	Present	Absent
1. Willard Lewallen	Administration	X	
2. Lisa Storm	Academic Senate	X	
3. Alfred Muñoz	Administration	X	
4. Romero Jalomo	Administration		X
5. Debra Kaczmar	Administration	X	
6. Sonja Lolland	Administration	X	
7. Brian Lofman	Administration	X	
8. Jackie Cruz	Administration		X
9. Mostafa Ghous	Administration	X	
10. Alejandro Bueno	Associated Students		X
11. Resa Pilar	Associated Students		X
12. Herbert Cortez	CSEA	X	
13. Marlene Tapia	CSEA	X	
14. Christine Svendsen	HCFA	X	
15. Tony Anderson	Faculty	X	
16. Marnie Glazier	Faculty	X	
17. Emily Rustad	Faculty		X
18. Mohammed Yahdi	Faculty	X	
19. Carol Kimbrough	Faculty, Adjunct	X	
20. Vacant	CSEA		
21. Vacant	CSEA		
22. Vacant	L-39		
23. Vacant	Faculty		

GUESTS

Hetty Yelland	Faculty Coordinator, GP/College Re-Design
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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 (associate degrees, certificates of achievement, transfer to four-year institutions) in an environment committed to student learning, achievement and success.

CALL MEETING TO ORDER

Lisa Storm

The meeting called to order at 3:05 p.m.

Dr. Willard Lewallen introduced Alfred Muñoz as interim vice president of administrative services.

ACTION ITEMS

1. Consider Approval of Minutes: March 6, 2019 meeting Lisa Storm
MSC: Kimbrough/Yahdi to approve the minutes of March 6, 2019 as submitted.

INFORMATION ITEMS

1. San Jose State Impaction Changes Willard Lewallen
Dr. Lewallen informed the Council that the College learned about San Jose State's proposal to change its local admissions area. Starting fall 2020, SJSU is proposing to broaden its local admissions area further north, and does not include Monterey County. Dr. Lewallen sent a letter to advocate for Hartnell students because many of our students transfer to San Jose State. Dr. Lewallen received an acknowledgement of his letter and a final decision is pending. Dr. Lewallen will update the Council when he learns of the decision.
2. Guided Pathways/College Re-Design Hetty Yelland
Dr. Hetty Yelland, College Re-Design Faculty Coordinator gave an update on College Re-Design. She reported the College is in year 2. She reported on the activities for each of the inquiry and design teams; each have been busy, and on track. Another update will be provided at the April 29 Assembly meeting. Dr. Yelland explained next year is critical in that the College will need to move as much as possible. Also, next year, the College will continue to pay part-time faculty to participate, will increase student team member vouchers from 2 to 3, provide a 40% release time for a counseling coordinator, and a staff ambassador for each inquiry and team will assigned.
3. Draft Outlines of Strategic Plan 2019-24 Brian Lofman
Dr. Brian Lofman presented the draft outline for Strategic Plan 2019-24. He reported he shared the outline with cabinet and other college groups. A discussion focused on the SWOT analysis compiled last academic year. Dr. Lofman explained that the SWOT was presented to the Council last year and is the background that was needed to set target and goals for the College. Further, the College is developing an operational plan that will be updated each year. To help clarify, it was suggested to include a date of when the SWOT was completed. Also, Lisa Storm asked, if possible, distance education course offerings be added as an opportunity.
4. Request for Technical Assistance/PRT Brian Lofman
Dr. Brian Lofman shared the proposal for a Request for Technical Assistance/PRT. The proposal aligns with the approved Plan for Engagement. If approved, there would be three site visits and the College could receive up to \$200,000. The hope is to start in fall 2019.

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5. Accreditation Evaluation Site Visit

Sonja Lolland

Dr. Sonja Lolland shared the Accreditation Council discussed the accreditation process/visit to see what worked and what did not. They came up with ideas to improve the next plan and visit. She shared the student escorts were well received, the open forums went well, and the faculty, staff, and the administration responded quickly to evidence and interview requests from the team. Dr. Lolland thanked everyone.

6. Evaluation of Governance Effectiveness

Willard Lewallen

Governance Councils an Overall Governance Structure

Dr. Lewallen informed the Council that this is the year for the evaluation of governance effectiveness: governance councils and overall governance structure. As noted in all council handbooks, evaluation of effectiveness is done every two years; the last evaluations were administered in 2016-17. The Council received the survey instruments used in 2016-17. Dr. Lewallen asked the members to review the instruments and provide suggested changes to Lucy by April 1st. There was discussion about reaching a 100% completion rate and Dr. Yahdi suggested each council set time during its meeting for members to complete the surveys as a way to increase participation.

7. Proposal to Consolidate Governance Councils

Willard Lewallen

Dr. Lewallen informed the Council that there has been discussion to consolidate governance councils because of the many college initiatives involving many meetings. Dr. Lewallen clarified that is conceptual at this time and only for discussion. Although, the Administrative Services Council and Facilities Development Council have discussed and support consolidating its councils. Also, the Advancement Council has discussed consolidating with the CPC. Before moving forward, a proposal would need to be developed and approved by the CPC. Some of the members liked the idea because it would reduce the number of meetings, many are overwhelmed with commitments, and the college needs to prioritize what is important, while others felt it would reduce faculty development opportunities. Dr. Lofman stated, if approved the PRT would look at governance because it is one of the strategies in the Plan of Engagement. This item will return for further discussion.

ADJOURNMENT

Meeting adjourned at 4:35 p.m.

NEXT MEETINGS

April 3, 2019

May 1, 2019

April 17, 2019

May 15, 2019

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