



HARTNELL COLLEGE

**Academic Affairs Council
Minutes
February 8, 2023, 3-5 p.m.
Via Zoom**

Approved 3/08/2023

MEMBERS

Name	Representing	Present	Absent
1. Dr. Cathryn Wilkinson	Administration	X	
2. Dr. Jason Hough	Academic Senate/Faculty		X
3. Dr. Kelly Locke	Curriculum Committee/Faculty		X
4. Sheila Hernandez	Administration	X	
5. Dr. Chelsy Pham	Administration		X
6. Dianna Rose	Administration		X
7. Sharon Albert	Administration	X	
Vacant	Administration		X
8. Moises Almendariz	Manager/Supervisor/Confidential		X
9. Jessica Green	C.S.E.A.	X	
Vacant	C.S.E.A.		X
Vacant	L-39		X
10. Dr. Peter Gray	Faculty	X	
11. Kelley McClary	Faculty	X	
12. Violeta Wenger	Faculty		X
Vacant	Faculty		X
Vacant	Faculty, Adjunct		X
13. Laura Rivera	ASHC	X	
14. Guillermo Menchaca	ASHC	X	

Others

Name	Title or Representing	Present	Absent

CALL MEETING TO ORDER

Meeting called to order at 3:09 pm.

Dr. Cathryn Wilkinson

ACTION ITEMS

1. Consider Approval of the Agenda
Tabled due to lack of quorum.

Dr. Cathryn Wilkinson

2. Consider Approval of Minutes of November 30, 2022
Tabled due to lack of quorum.

Dr. Cathryn Wilkinson

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.*

INFORMATION/DISCUSSION/PRESENTATIONS

1. Update on information technology systems Dr. Chelsy Pham
 - ❖ Dr. Pham is unable to attend today's meeting. This item will be tabled to the next meeting.

2. Status of Bachelor's degree proposal- Respiratory Care Dr. Cathryn Wilkinson

Dr. Wilkinson announced the respiratory care program completed the application to the Chancellor's office. There was coordination across campus programs regarding Bachelor's level curriculum, as well as transcripts. She hopes to hear back by the end of the Spring semester on the decision. If selected, it would be approximately two years before students can be enrolled into the bachelor's program.

3. Enrollment update for Spring 2023 Dr. Cathryn Wilkinson

Dr. Wilkinson stated the daily real time enrollment numbers are not readily accessible due to the data breach. IT is providing enrollment overviews for Cabinet. She stated we are ahead in the number of enrollments compared to this time last year. There is still some make-up needed in enrollments compared to two years ago.

4. Emergency Conditions Allowance report for Chancellor - Summary Dr. Cathryn Wilkinson

Dr. Wilkinson shared that in Fall 2022 the Chancellor gave all districts the opportunity to apply for an Emergency Conditions Allowance, the emergency being the COVID-19 pandemic. The college was granted the allowance, which means the college will not be penalized if enrollment numbers are lower than in Fall 2019. One area for progress is to increase professional development for online instructors. We applied for home college status with CVC-OEI and are moving to be a teaching college in the next year. Certification is required to show that we provide a basic needs center, as well as basic need services for students. A data analysis on the students here, retained, and lost in the last three years will be required. Institutional Research will give a report to Cabinet on those numbers. There will be a report to the Governing Board on February 21, 2023 regarding the Emergency Conditions Allowance status.

5. Update on Priority Registration for Summer and Fall 2023 Sheila Hernandez

Interim Director Hernandez shared the schedule for the Summer and Fall 2023 priority registration. Priority registration begins on April 21 and ends on May 2, with open enrollment beginning May 3. Included in the calendar are the Panther Prep dates, which will be held in King City and Soledad centers on Friday, April 28, and at the Main Campus on Saturday, April 29. The schedule of classes has a target date of March 27 to be available on the website. Jessica Green stated she has built the summer schedule and hopes to meet the target date of March 27.

6. Governance Task Force Update Dr. Jason Hough
 - ❖ Tabled

7. Curriculum Committee Report, including overview of noncredit Violeta Wenger
 - ❖ Ms. Wenger was unable to attend. This item will be tabled to the next meeting.

8. Academic Senate Report (standing item) Dr. Jason Hough
 - ❖ Tabled

9. Items to be considered for future agendas

Dr. Jason Hough/
Dr. Cathryn Wilkinson

Please email agenda requests to cwilkinson@hartnell.edu and jhough@hartnell.edu (cc: dhayashi@hartnell.edu).

OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. None

NEXT MEETING(S)

- March 8, 2023
- April 12, 2023
- May 10, 2023

ADJOURNMENT

Meeting adjourned at 3:26pm.

Dr. Cathryn Wilkinson