



HARTNELL COLLEGE

**Accreditation Council  
Minutes  
January 28, 2019, 3-5p.m.  
Building E-112**

**Approved 02/25/19**

**MEMBERS**

Name	Representing	Present	Absent
Dr. Sonja Lolland	Administration	X	
Michael Hooper	Full-Time Faculty	X	
Lisa Storm	Academic Senate/Full-Time Faculty	X	
Ben Figueroa	Administration		X
Dr. Romero Jalomo	Administration	X	
Dr. Brian Lofman	Administration	X	
Dr. Willard Lewallen	Administration	X	
Alma Arriaga	Confidential		X
Dr. Lisa Fischler	CSEA		X
Julie Silveira	CSEA		X
Vacant	L-39		
David Beymer	Full-Time Faculty	X	
Mark DeHart	Full-Time Faculty		X
Chris Moss	Full-Time Faculty	X	
Dr. Ann Wright	Full-Time Faculty	X	
Linda Rios	Part-Time Faculty		X
Ryan Gloria	Associated Student		X
David Ramirez	Associated Students		X

**Others**

Name	Title or Representing	Present	Absent
Miriam Contreras	ISER Administrative Assistant	X	

**CALL TO ORDER & INTRODUCTIONS**

Sonja Lolland/  
Michael Hooper

Meeting called to order at 3:02 pm.

**ACTION ITEMS**

1. Consider Approval of Minutes of November 19, 2018  
**Motioned** (Beymer), **Seconded** (Storm), unanimously approved.

Michael Hooper

**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. Pre-visit Update

Sonja Lolland

Dr. Lolland shared that she and Dr. Lewallen met with Team Chair, Willy Duncan, on January 17, 2019. Discussion included focus on the team room (A-105), hotel options, transportation, and other logistical details. Another item discussed was distance education (DE). Ms. Storm inquired whether or not the DE faculty will be advised of visiting team members listening in on their classes. Dr. Lewallen and Dr. Lolland agreed that this is a great idea.

Team chair, Mr. Duncan, and his assistant, Ms. Jene Hallum will arrive early on Monday, March 4, 2019. We will host a Welcome Reception that afternoon.

Dr. Lewallen asked Mr. Duncan to send the list of interviews at least two weeks in advance of the visit. He also advised that the visiting team will have a list of requested reports, which Mr. Duncan will send two weeks prior to the visit.

### 2. Campus Team Guides

Michael Hooper

Mr. Hooper shared that the visiting team guide includes key Hartnell individuals, times/dates/locations of forums, and other pertinent information. This will be given to the visiting team members.

The other guide that is being produced is a campus guide, which will be provided to our internal community.

Dr. Lewallen reminded everyone that visiting team members are welcome to join any regularly scheduled meetings. However, we will not be scheduling any special meetings. Ms. Contreras will add the meetings for week of March 4-7, 2019, as well as sports events, to the visiting team guide.

### 3. Accreditation Web Pages

Miriam Contreras

Ms. Contreras reviewed the latest updates to the Hartnell webpages – special thanks to Website Administrator, James Fitch, for his ongoing assistance. The first item that was added is the easy “one click” to the Accreditation page from the [Hartnell Home](#) page (go to right side of the page, scroll down to the panther showing “Hartnell College Accreditation ACCJC,” then click to go to the [Accreditation](#) page). Ms. Contreras also reviewed various subpages, such as “[2019 Institutional Self Evaluation Report](#),” “[Accreditation Evaluation Visit](#),” etc.

### 4. ISER Update

Michael Hooper/  
Miriam Contreras

Mr. Hooper was pleased to report that the ISER was completed and submitted to the ACCJC visiting team members on January 3, 2019. Dr. Lofman commended the hard work of everyone. Dr. Lolland advised that we sent a separate revised sheet with the picture and correct name of new board member, Irma Lopez.

5. Campus Forums Sonja Lolland  
We will have four campus forums: two at Main Campus, one at Alisal Campus, and one at King City Education Center. Dr. Lolland will create PowerPoint presentations with Dr. Lewallen to cover information about accreditation. Dr. Lewallen added that there will be plenty of opportunities for people to engage with the visiting team members.

6. Celebration Party Sonja Lolland  
Dr. Lolland requested members consider what type of party they would like to host. Dr. Lofman suggested that we consider having a gathering after the team's departure. Dr. Lolland agreed that the afternoon of March 7 may be a great opportunity to hold a celebration.

**ACTION**

We will bring this topic back to the next meeting.

7. Accreditation Game – February 4, 2019 Michael Hooper  
Mr. Hooper reported that we will begin an accreditation game the week of February 4. The question will be sent out once a week. The council decided that prizes will be awarded to one person from each group: students, faculty, staff, and managers.

**OTHER ITEMS/BRIEF ANNOUNCEMENTS**

1. New Accreditation Basics Course (On-line) <http://www.accjc.org/>  
New members must complete the course and email their certificate of completion to Dina at [dhayashi@hartnell.edu](mailto:dhayashi@hartnell.edu).

**NEXT MEETING(S)**

- February 11, 2019
- February 25, 2019 (special meeting)
- March 18, 2019
- April 15, 2019
- May 20, 2019 (may change due to finals week)

**ADJOURNMENT**

Meeting adjourned at 3:47 p.m.

Sonja Lolland/  
Michael Hooper