



HARTNELLCOLLEGE

**Advancement Council  
Minutes  
April 16, 2020, 12:00-1:00 p.m.  
Zoom Video/Phone Meeting**

**MEMBERS**

<b>Name</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Vacant	Faculty Co-Chair		•
Jackie Cruz	Executive Director of Advancement	•	
Daniel Teresa	VP of Academic Affairs or designee		•
Manuel Bersamin	Dean of Student Affairs or designee	•	
Linda Wilczewski	VP of Administrative Service		•
David Techaira	Grant Accounting Manager	•	
Scott Faust	Director of Communications, Marketing & Public Relations	•	
Michele Peregrin	Director of Grants Development	•	
Moises Almendariz	Classified Manager, Supervisor or Confidential	•	
Gabriela Lopez	South County Representative		•
Mark DeHart	Faculty Representative		•
Jose Coria	Faculty Representative		•
Jessica Tovar	Classified Representative		•
Vacant	Classified Representative		•
Christopher Verdin	Student Representative		•
Brittany Alaniz	Student Representative		•
Ana Gonzales			•
Bronwyn Moreno		•	
Carla Johnson		•	
Cesar Velazquez		•	
Clint Cowden		•	
David Phillips			•
Debra Kaczmar		•	
Hortencia Jimenez			•
Jason Hough			•
Jihan Ejan			•
Jon Selover			•
Jose Coria			•
Joy Cowden		•	
Kristen Arps		•	

**HARTNELL COLLEGE VISION STATEMENT**

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

**HARTNELL COLLEGE MISSION STATEMENT**

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

Name	Representing	Present	Absent
		•	
Laurencia Walker		•	
Marnie Glazier		•	
Melissa Chin-Parker		•	
Michele Peregrin	Director of Grants Development	•	
Mohammed Yahdi		•	
Romero Jalomo		•	
Sam Pacheco			•
Shannon Bliss			•

**OTHERS**

Name	Title or Representing	Present	Absent
Terri Ugale	Executive Assistant	•	

**CALL TO ORDER & INTRODUCTIONS**

Jackie Cruz

Meeting called to order at 12:02 PM by Jackie Cruz.

**ACTION ITEMS**

1. Approval of April 16, 2020 Agenda  
MSC: (Manuel Bersamin/Marnie Glazier) April 16, 2020 agenda was unanimously approved.
2. Approval of February 20, 2020, Meeting Minutes  
MSC: (Manuel Bersamin/David Techaira) The February 20, 2020 minutes were unanimously approved.

**INFORMATION/DISCUSSION/PRESENTATIONS**

1. COVID-19 Response Jackie Cruz/David Phillips  
Jackie Cruz invited Advancement Council members to share how they are coping with COVID-19.

Jackie announced the Hartnell College Finance Committee and Board approved \$150K toward the COVID-19 Student Emergency Fund. David Phillips brought up the need for laptops, Chromebook, and hotspots. The James Irvine Foundation donated \$25K toward the fund and faculty and staff are donating through the GoFundMe Campaign. So far \$264K has been raised.

Response to COVID-19:

- 9,000 Hartnell College students were surveyed for their specific needs
- Laptops/Chromebooks distributed through a drive thru method to maintain social distancing
- Hotspots- vendors are working on phone solutions and drive-up wireless is available at all three campuses (King City, Main Campus and Alisal)
- Partnership with cities and school districts on digital equity and access
- IT has equipped staff and faculty with laptops and phone capabilities for remote employees
- Student Emergency Scholarship application released

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- The Promise Program will be important for new students and is looking at possibly extending the deadline, but as of now more than 2,000 students have completed an interest application

The goal for the COVID-19 Emergency Response Fund is \$1.15M. This includes \$800K for Chromebooks (2,100 Chromebooks at \$400 each, including software).

Emergency funds have been launched in collaboration with counselors. A message has been sent to all part-time and full time faculty requesting they share the scholarship link with students. Counselors will reach out to students to assist them with their needs.

Chromebook distribution was prioritized with graduating students taking first priority. Going into the second phase, counselors and staff will be reaching out to every student to see if they have a need. At this point, there is uncertainty about whether there are enough devices; will order additional Chromebooks if needed.

Dr. Jalomo: His team has been working hard to get laptops to students. They need to open distribution to students. IT is getting requests from students who are not in the priority groups, so there is a need to open up distribution to all staff.

Carla Johnson: A lot of counselors are being asked for laptops or hotspots and counselors have been having to tell students to wait. Suggested a link to provide to students.

Mo: Happy to have a counselor join one of his class sessions to communicate with students.

Dr. Jalomo: Dave and the IT team have put in hotspots on all three campuses (King City, Main and Alisal).

Plan to award 2,000 students with \$500 grant awards totaling \$901,500. Total award for CARES act a little over \$3M. Suggestion was made to provide grocery gift cards to students as a possible use for the second half of the funding (\$1.5M).

Bronwyn suggested noise canceling headphones for students.

Mo: Students have questions. Some students do not have personal transportation for hotspots. Trying to get phone with data to use as hotspots. Goal is to purchase 1,000 devices for students to have hotspots.

How will students return the chromebook/laptop? Regarding devices, Jackie hopes that the students will be able to keep the devices. Will need to ask Dave Phillips about the return process.

Dr. Jalomo: IT had laptops (400) and Foundation provided an additional 500.

Another need from ASHC president was raised. She is concerned about the supply of food distribution for students with food insecurities.

Manuel commented on the delivery of computers to students.

Dr. Jalomo mentioned the college cannot use federal money for undocumented students.

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Bronwyn: Students will not receive stimulus checks without citizenship or permanent residency. If there is anyone in the home that does not have a permanent SSN, then none in that household will receive a stimulus payment.

Jackie will reach out to loaves and fishes regarding partnership.

Carla: HEP students are on waitlist for loaves and fishes.

Jackie congratulated Deb and her team for their help with COVID-19 along with Mi Casa for their YouTube videos and "let's talk".

## 2. Communications Update

Scott Faust

Scott: Trying to be timely with communications. 30 targeted emails were sent communicating COVID-19 processes to students, staff and faculty.

Tremendous response to student survey – received 1,500 responses via email link. Students are checking their email. Online learning pages were developed. Social media is being used as a resource to communicate.

Working with Laura Otero to have a canvas course to channel communications to all students. News releases have been put out.

## 3. President's Task Force Update

Jackie Cruz

Had 3 meetings, with a total of 61 community members part of the President's Task Force. Grew in membership from 2011/12 with 43 members. Presented needs of the college from staff, faculty, administrators, based on a survey that was given. Proposals were put together for PTF to rank in terms of funding. Helps to gauge where resources are needed. Jackie shared the preliminary rankings with the Advancement Council Members. Distance learning was last on the list, but due to COVID-19 is now at the top of the list. After a case statement is put together for the projects, it will go to BOT and then HCF board and then it will turn into a 5-year plan for the Foundation.

## 4. Grants Report/Update

M. Peregrin / P. Luciano

Michele: Shared April grants report. Private grants area: Irvine award received. Submitted two proposals to Nancy Buck ransom foundation. Recently learned James Irvine awarded grant for career hub and apprenticeship program.

Grants with other institutions: Teach Pathways Program received funds from Hearst Foundation. California Education Learning Lab issued RFP "Using Research and Technology to Transfer." Received seed money to plan for a larger grant.

Public grants: Application submitted to USDA to potentially hire faculty for special project to do survey of need. In process preparing application for the California Arts Council. Two proposals to Song Brown for nursing. Deb Kaczmar: \$60K for advisory committees and outreach.

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Private grant side has been faster to react regarding COVID-19. On public grant side, COVID 19 impact mainly an extension on grant deadlines.

Jackie: Better Careers grant. Moises has not heard anything about the Title V grant as of yet.

Virtual event for PITL: Encouraged council to attend virtual event and purchase tickets to event, raffle, and auction items. Foundation will do its best to raise funds and move forward despite COVID-19.

Michele: Grant concept form has been updated and moved to Docusign. Has been launched.

Employee Giving (listen to recording)

- 5. Grants Roundtable All  
Not covered due to time constraints
  
- 6. Adjournment  
Meeting adjourned meeting at 1:14 PM  
MSC: Scott Faust /Manuel Bersamin at 1:20 PM

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