



HARTNELL COLLEGE

**Advancement Council  
Minutes  
October 17, 12:00-1:00 p.m.  
Building E, Room 112**

**MEMBERS**

<b>Name</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Vacant	Faculty Co-Chair		X
Jackie Cruz	Executive Director of Advancement	X	
Michele Peregrin	Director of Public Grants	X	
Daniel Teresa	VP of Academic Affairs or designee	X	
Manuel Bersamin	Dean of Student Affairs or designee	X	
Al Muñoz	VP of Administrative Service	X	
David Techaira	Grant Accounting Manager	X	
Scott Faust	Director of Communications, Marketing & Public Relations	X	
Moises Almendariz	Classified Manager, Supervisor or Confidential	X	
Gabriela Lopez	South County Representative		X
Mark DeHart	Faculty Representative		X
Jose Coria	Faculty Representative		X
Jessica Tovar	Classified Representative		X
Vacant	Classified Representative		X
Ana Gonzales		X	
Bronwyn Moreno		X	
Debra Kaczmar		X	
Kristen Arps		X	
Laurencia Walker		X	
Melissa Chin-Parker			X
Jon Selover		X	
Mohammed Yahdi		X	
Terri Pyer			X
Clint Cowden			X
Carla Johnson		X	
Joy Cowden		X	
Kathy Mendelsohn			X
Marnie Glazier			X
Cesar Velazquez			X
David Phillips			X

**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.

Hortencia Jimenez			X
Jason Hough			X
Romero Jalomo			X
Sam Pacheco			X
Shannon Bliss		X	

**OTHERS**

Name	Title or Representing	Present	Absent
Terri Ugale	Executive Assistant	X	
Nonita Fortman	Administrative Assistant II/Database Manager	X	

**CALL TO ORDER & INTRODUCTIONS**

Jackie Cruz

Meeting was called to order at 12:14 PM by Jackie Cruz.

**ACTION ITEMS**

1. Approval of October 17, 2019 Agenda  
MSC: (David Techaira/Moises Almendariz) October 17, 2019 agenda was unanimously approved.
2. Approval of September 26, 2019 Meeting Minutes  
MSC: (David Techaira/Moises Almendariz) The September 26, 2019 minutes were unanimously approved.

**INFORMATION/DISCUSSION/PRESENTATIONS**

1. Grant Concept Form Jackie Cruz  
The grant concept form has changed and no longer includes the strategic priorities, but now the big 4. Everything else on the form has remained the same. The KPI link needs to be updated on the form (ask Michele).

Added HR, impact to facilities, impact to student affairs, impact to institutional research. The advancement council can make changes to form as the form was created in 2011 with the grants oversight council who is now folded into advancement council.

Manuel Bersamin suggested a space to enter in a grant match on the form and Al Muñoz stated it is critical to the form as every detail is needed. In addition, it was suggested to add space (under #7) for a match and source of funds for match with space to provide further detail on the form. Manuel also suggested another line that says "justification" with room to provide an explanation. Al Muñoz suggested the requestor go to the business office (to CBO or Controller) to check to see if the match is feasible before going through the process with the form.

Jackie Cruz stated the process needs to be data driven What happened and why would we want to sustain the grant

Moises Almentariz said the sustainability needs to start at the inception of the grant process. Currently it's the PPA process to which Jackie stated it should be included in both places.

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Jackie asked Moises if he would be interested in establishing a sustainability plan/process and form. She also mentioned there should be some kind of process to start off with which she and Michele Peregrin will try to create.

Advancement Council offered suggestions:

- Laurencia Walker- Find out how the process ties into PPA
- Manuel Bersamin- Grant concept form needs to become more of a business plan on how the grant will help with the funding plan
  - Ana Gonzalez- It's hard to say no to grant that has been funded in the past. With enough lead time, could a grant be woven into another area/direction? Jackie Cruz suggested a workshop to expand capacity with others joining as education needs to happen.

2. Alignment with strategic plans, college redesign and needs All  
Item #2 was discussed in item #1.

David Techairra presented the funding formula and budget

The new formula calculates apportionments base on three allocations:

- Base (70%) – current factors, primarily credit FTES
- Supplemental (20%) – counts of low-income students (PELL, CA College Promise, AB 540)
- Student Success (10%) – counts of outcomes (degrees & certificates granted, transfers to 4-year, & completion of certain courses – transfer-level math & English in 1<sup>st</sup> year and 9 units of CTE)

2018-19 P2 Total Computational Revenue (TCR)

• Base Allocation =	\$32,094,892 (65%)
• Supplemental Allocation =	\$10,577,690 (21%)
• Student Success Allocation =	<u>\$6,764,188 (14%)</u>
SCFF Calculated Revenue =	\$49,436,770 (100%)
Adjusted TCR =	<u>\$46,641,570</u>
Difference =	(\$2,795,200)

General fund resources total \$51,138,576 and requirements total \$51,101,213 which leaves a surplus/(deficit) of \$37,363.

David shared the 2019-20 budget summary by fund in the presentation provided.

3. Communications Update Scott Faust  
Scott addressed the frustration with the new website. He stated there are a lot of good examples of things to adopt. IT has recommended to move forward in examination of options. Scott will reach out to other sites who are using the same tools as Hartnell College to improve the site.

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4. President's Task Force Process

Jackie Cruz

The time line was changed due to alignment with the college. The report from the three community measure T forums (King City, Soledad, and Castroville) are receiving a lot of good feedback through cabinet. The President's Task Force will put their plan together so programs and services can be offered to the new and expanded centers. In January, the meetings will start for the President's Task Force. The survey will go out next month. There will be 2-3 workshops to offer support.

**OTHER ITEMS/BRIEF ANNOUNCEMENTS**

**NEXT MEETING(S)**

- November 21, 2019
- December 19, 2019

**ADJOURNMENT**

MSC: (David Techaira/Ana Gonzales) Adjournment was unanimously approved. Meeting adjourned meeting at 1:18 PM.

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