



HARTNELL COLLEGE

**Administrative Services Council  
Meeting Minutes  
June 25, 2020, 3pm-5pm  
Zoom Meeting**

UNAPPROVED DRAFT

**MEMBERS**

Name	Representing	Present	Absent
Linda Wilczewski	Administration	X	
Lyle Engeldinger	Administration		X
Joseph Reyes	Administration	X	
Anne Adamson	Dean of Academic Aff.	X	
Augustine Nevarez	Dir. of Stdnt. Affairs	X	
Michelle Peters	Dir. Of Stdnt. Life, DSPS	X	
Dave Phillips	I.T.		X
Balamurali Kappagantula	I.T.		X
Pedro Escoto	Faculty		X
Daniel Lopez	Faculty		X
Miguel-Angel Manrique	Faculty	X	
(vacant)	Part-time Faculty		
Marlene Tapia	CSEA	X	
Belen Gonzales	CSEA		X
Monica Carrasco	CSEA	X	
Laura Otero	CSEA	X	
Hector Mosqueda	L39		X
(vacant)	L39		
Montzerat Flores Martinez	Student		X
Angelita Cisneros	Student	X	

**Others**

Name	Title or Representing	Present	Absent
Various participants	additional Zoom participants	23	

**CALL TO ORDER & INTRODUCTIONS**

Meeting called to order at 3:06 p.m. 6/25/2020

Linda Wilczewski

**ACTION ITEMS**

1. Consider approval of agenda  
Motion to approve agenda for June 25, 2020 (Tapia, Otero) Motion Carried
2. Consider approval of minutes for June 25, 2020  
Motion to approve minutes for June 25, 2020 (Tapia, Reyes) Motion Carried

Linda Wilczewski

**INFORMATION/DISCUSSION/PRESENTATIONS**

**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.

## 1. Advancement Council Presentation

- Advancement Council met on May 21 and expressed the below regarding proposed budget revision;
  - Dissent for cutting a week of administrators' vacation.
  - Support for pursuing CARES Act funding for HSIs.
  - Support for partnering with external organizations to leverage resources.
  - Support for pursuing more grants as a way to increase revenue.
  - Support for attracting various student types, e.g. adult learners, to increase revenue.
  - Tentative support for increasing industry partnerships and contract education to increase revenue (the tentativeness is due to limited bandwidth).
  - Support for increasing marketing regarding online opportunities to prospective students.
  - Support for examining course efficiency and potential savings from the 16-week calendar as a way to cut costs.
  - Support for establishing more apprenticeship programs as a way to increase revenue.
  - Support for developing a report about the Matsui land.
- **Apprenticeships- Better Careers**
  - Objective: Create a new job placement system at the college that is aligned with the college strategic plan and redesign.
  - Two years ago, the James Irvine foundation gave us a planning grant to look at ways to help job seekers secure middle wage jobs match employers with middle field workers and thereby build a diversified pool of talented workers
  - In order to design a system for job placement and then they subsequently gave us a \$300,000 grant to implement that job placement system and that system has these core elements listed below;
    - A central system of coordination for work-based learning and direct student services, from career readiness to direct placement
    - Dedicated personnel with sector specific knowledge and employer relationships, who act as connectors to work-related opportunities
    - An expanded selection of work experience opportunities, including those embedded in CTE programs and others, such as formal apprenticeships
    - A cohort model for delivering social and academic support aligned with college redesign meta majors plan
  - Expected Outcomes and Results;
    - Establish 3 to 5 new apprenticeship programs within 3 years, which will result in a minimum of 160 participants successfully completing and securing employment that pays at least \$18 per hour.
    - Conservative projection: 60 current students plus 100 new student (20 per apprenticeship) => approx. 43 FTES = approx. \$200,000
    - Ideal Projection: 60 students plus 300 new students (60 per apprenticeship) => approx. 98 FTES = approx. \$475,000
    - Hartnell will be a regional leader in preparing community members for high-quality jobs.
    - The workforce development needs of diverse employers will be addressed by incorporating robust employer engagement, buy in and investment in the newly created career placement hub at Hartnell College
    - Great opportunity to generate revenue
    - These positions are all grant funded and will not affect the General Fund, this will hopefully help augment General Fund
    - See Power point presentation of Advancement Council on ASC website:  
<https://www.hartnell.edu/governance/councils/asc/docs/index.html>

## 2. Matsui Land Presentation

Jackie Cruz

- The largest gift received in the history of the Foundation
- The largest gift to a single community college district in California
- In the top 25 gifts in the Country for Community Colleges
- In 1969, Andy bought 50 acres of land near Salinas, and began erecting his greenhouses. He grew chrysanthemums, then roses.
- In 1998 at age 63, after nearly 30 years of ups and downs as a commercial flower grower, Andy took a chance and transitioned all of Matsui Nursery's production to growing orchids.
- Andy traveled the world researching and mastering the techniques of growing orchids and became a pioneer in the industry.
- Today, Matsui Nursery is the nation's largest orchid grower, and consumers can buy potted orchids in supermarkets everywhere.
- Andy and Yasuko Matsui philanthropic vision has been to help more students get through college and in the workforce
- Andy's focus is local students with financial needs, and local careers to support Monterey County economic development
- Refocus to local workforce and local jobs
- Inspired accelerated college completion
- Inspired Hartnell and CSUMB to develop the first 3-year BS degree in computer science, creating a national model
- Intent to sunset support for CSin3 after Cohort 5
- Gifted \$9M in scholarships specifically \$4M to CSin3 scholarships
- Establish and affirm Hartnell College Foundation's credibility to manage gifts of this magnitude and complexity eventually yield significant amounts to Foundation for student benefit
- Will Silva was hired as consultant to the foundation to advise the committee through the development process
- John Bridges, attorney and legal counsel
- John Piini, Lease Market Analysis
- Property is currently being leased for farming row crops by Mendoza Farms
- Conducted a rent market analysis in determining current lease value
- Professional farm managers' input/advice
  - Monitor farming practices to make sure land is not adversely affected
  - Active dialogue with farmer/good communication, etc.
- Rental income is used to fund CSin3 scholarships (this was the last year of the payout for CSin3)
- The commitment to the donor was to support CSin3 until fiscal year 2019-2020 for Cohort 5.
- Over the first two years of the gift a total of up to \$415K will be awarded to students. The total income from the property is \$400K over 2 years.
- Property Taxes are paid 50% by the tenant and 50% by the foundation.
- Post year 2, the rent funds will continue to support student scholarships, refocusing on local students, jobs and careers.
- 2020-2021 Revenue has been earmarked to pay for the COVID 19 Student Emergency Response Fund to support Crisis Counseling, Emergency Scholarships, and Access to laptops and hotspots.
- Total Revenue that can be used for support to students after paying for property taxes, property management expenses, etc. is approximately 125k a year.
- See Power point of Matsui Land Presentation on ASC website:  
<https://www.hartnell.edu/governance/councils/asc/docs/index.html>

## 3. Potential benefits of this transformational gift

William Silva

- Maximize Asset Value
- Monetize Investment
- No Excessive Costs
- No Development Risk

- No Threat to Student Program Funding
- Fund Future Student Programs
- Once Specific Plan is adopted, Hartnell College Foundation will be in position to decide to sell all or part of the land (phased to capture best market conditions-- but reimbursement of development costs obligation needs to be weighed against that sort of phased sales)
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- Overriding goal is to obtain the most reasonable benefit from the land for Hartnell College students and programs
- See Power point of Matsui Land Presentation on ASC website:  
<https://www.hartnell.edu/governance/councils/asc/docs/index.html>

#### 4. **Budget Update**

Linda Wilczewski

- The legislature did sign something into play on the 15th.
- It was largely based on the senate version of the budget, which included mostly deferrals and not cuts and that is what is being proposed now.
- It's just a matter of whether or not the governor is going to make major adjustments or he still has obviously veto power as well
- It will probably take the form of the legislative offering and that is what we're waiting to hear on July 1.
- There is a webinar on July 1 where they're going to be discussing the outcome of those negotiations

#### NEXT MEETING(S)

- July 9, 2020

#### ADJOURNMENT

Meeting Adjourned at 4:51 P.M. 6/25/2020.]

Linda Wilczewski