



HARTNELL COLLEGE

**College Planning Council
Minutes**

April 15, 2020, 3-5:00 p.m.

E-112

MEMBERS

Name	Representing	Present	Absent
1. Patricia Hsieh	Administration	X	
2. Lisa Storm	Academic Senate	X	
3. Linda Wilczewski	Administration	X	
4. Romero Jalomo	Administration	X	
5. Clint Cowden	Administration	X	
6. Cathryn Wilkinson	Administration	X	
7. Brian Lofman	Administration	X	
8. Jackie Cruz	Administration	X	
9. Mostafa Ghous	Administration	X	
10. Herbert Cortez	CSEA	X	
11. Christine Svendsen	HCFA	X	
12. Daniel Lopez	Faculty	X	
13. Emily Rustad	Faculty	X	
14. Mohammed Yahdi	Faculty	X	
15. Carol Kimbrough	Faculty, Adjunct	X	
16. Vacant	Associated Students		
17. Vacant	Associated Students		
18. Vacant	CSEA		
19. Vacant	CSEA		
20. Vacant	CSEA		
21. Vacant	L-39		
22. Vacant	Faculty		
23. Vacant	Faculty		

GUESTS

David Beymer	Faculty
Kelly Locke	Faculty
Scott Faust	Faculty

CALLED TO ORDER

The meeting called to order at 3:01 p.m.

1. April 15, 2020 Agenda (Action)

MSC: Jalomo/Svendsen to approve the April 15, 2020 agenda.

Patricia Hsieh/Lisa Storm

- 2. Minutes: April 1, 2020 meeting (Action)** **Patricia Hsieh/Lisa Storm**
MSC: Lofman/Jalomo to approve April 1, 2020 minutes as proposed.

- 3. 2020-21 PPA Timeline** **Brian Lofman/David Beymer**
MSC: Jalomo/Lopez to approve 2020-21 PPA Timeline as presented.

David presented the updated PPA process and timeline model. The timeline ensures that decisions are made in spring, while waiting to see what happens in the summer and finalizing it in the fall, with a deadline of September 11. The purpose of the updated model will allow enough time for the hiring committee to plan and approve hire requests.

- 4. Review AP 3050 Institutional Code of Ethics** **Lisa Storm**

When presenting AP 3050 to the group, Lisa gave a brief history on the work that had taken place prior to AP 3050 coming back to CPC. In spring 2019, Dr. Lewallen created workgroup to modify AP 3050 that he had written, the workgroup was to include consequences which is required under Accreditation Standard 3A, 13.

The subgroup consisted of Lisa Storm, Christine Svendesen, Ben Figueroa, and Julie Silveira to which the group met several times throughout the spring semester.

The presented AP 3050 has been approved by the Academic Senate and brought to CPC for first reading.

Discussion occurred and concerns were voiced over transitions in management, Dr. Lofman recommended for the VPHR to review the AP prior to approval. Additionally, concerns over AP 3050 not running in parallel with other existing procedures and treating different groups of employees differently by applying different criteria. It was clarified, that AP 3050 states to be in compliance with all relevant board policies and administrative procedures.

- 5. Draft Innovation & Effectiveness Plan** **Brian Lofman**

Dr. Lofman presented the draft Innovation & Effectiveness Plan to the council, he mentioned minimal wording changes that will come back from the PRT group.

Members expressed their concern over academic senate's role not being mentioned in a document that is about governance, student success and professional development. It was requested the document be amended to include language which explains the way participatory governance works and what groups participate in what kind of decision making.

The plan will come back to the next meeting for approval.

- 6. Emergency Planning Taskforce** **Patricia Hsieh/Lisa Storm**

Motion: Svendesn/ 2nd Cortez moved to staff the Emergency Planning Taskforce with staff, faculty, students and administration. Vote was 8-6 against; motion Failed.

Dr. Jalomo suggestion was that of instead of forming an Emergency Planning Taskforce, the Distance Education Committee help with the issue of communication, for it to come up with ideas, proposals and recommendations and being the leading force in this area.

Christine Svendsen reminded the group the reason for requesting the Emergency Taskforce was because of so many messages and information going around which caused miscommunication and creating more issues and more work on faculty. It seemed we were three steps behind everyone else and the communication was ineffective and confusing to students, faculty and staff. Along with having a clear idea of upcoming events such as graduation, fall scheduling, and training. The forming of an operational emergency planning taskforce, with additional members, could help with communication and the streamlining of it, and also helping with planning.

Dr. Hsieh expressed a similar view to Dr. Jalomo's on faculty leading discussion. She believes the DE Committee would be the ideal group to take on this task as the faculty are the ones with the expertise and they can share and contribute positively to the process and make DE an even better quality program and take it to the next level.

Dr. Wilkinson commented her appreciation for the willingness of anybody who wants to jump onto the emergency planning team to help our district in case of an emergency. However, she stated that an emergency requires time and commitment that doesn't always fit within staff & faculty contracts. It also requires a certain amount of authority to obligate the district. Such as submitting documentation to the chancellor's office to allow our district to respond to crisis and moving all classes online. Her reasoning was that with a broader constituency of all of our bargaining units will become unwieldy, by keeping the group small it can make very decisive decisions in a very short period of time.

Kelly Locke and Lisa Storm commented on the importance of faculty and Curriculum Committee as the delegates of the Academic Senate having involvement in the decisions that administration takes for the sake of curriculum integrity. In addition, Lisa commented on the importance of including the faculty in the planning in order to ensure proper execution of changing of curriculum and issues with Distance Education.

7. CPC Goals and Objectives

Patricia Hsieh

ADJOURNMENT

Meeting adjourned at 5:09 p.m. MSC: Svendsen/Lopez

NEXT MEETINGS

May 6, 2020

May 20, 2020