



HARTNELL COLLEGE

**College Planning Council
Minutes
September 4, 2019, 3-5 p.m.
E-112**

MEMBERS

DRAFT

Name	Representing	Present	Absent
1. Willard Lewallen	Administration	X	
2. Lisa Storm	Academic Senate	X	
3. Alfred Muñoz	Administration	X	
4. Romero Jalomo	Administration	X	
5. Clint Cowden	Administration	X	
6. Lori Kildal	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. Samantha Saldana	Associated Students	X	
17. Monserat Flores	Associated Students		X
18. Vacant	CSEA		
19. Vacant	CSEA		
20. Vacant	CSEA		
21. Vacant	L-39		
22. Vacant	Faculty		
23. Vacant	Faculty		

GUESTS

Hetty Yelland	Faculty Coordinator, College Re-Design
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CALLED TO ORDER

The meeting called to order at 3:04 p.m.; followed by introduction of members.

WELCOME AND INTRODUCTIONS

Lisa Storm presented the handbook to the Council and indicated the Council would operate under Robert's Rules of Order. She encouraged the Council to review the member responsibilities and expectations for better understanding.

Daniel Lopez commented on how the Diversity, Equity, and Inclusion had no clear action specified. Dr. Lewallen clarified that the values statements are what are values are, establishing a philosophy, they are not intended to state how we go about implementing.

He reminded the Council members of the cycle of evaluation of vision/mission/values that is centered around the accreditation cycle, changes/revisions can be made at that time.

ACTION ITEMS

1. Minutes: May 15, 2019 meeting Lisa Storm
MSC: (Kimbrough/Jalomo) (Abstention: Lopez/Cowden) to approve the minutes as presented.
2. Consider Approval of Guided Pathways Scale of Adoption Hetty Yelland
MSC: (Kimbrough/Saldana) to approve the Statewide Guided Pathways Scale of Adoption.

Hetty presented the six teams that were picked:

- Pathways to College: Maps to guide potential Hartnell students
- Structured Onboarding Process: Panther Days bridge programs
- Meta-Majors: Programs of Study organized within learning and career pathways
- Keeping Students on the Path to Success: 2nd Year Experience Program
- Proactive Academic & Career Advising: Automated exit system for students near completion
- Happy & High Functioning College Culture: System for employee engagement

The guided pathways team will be attending the next joint dean meeting with a draft of the document. The team will start seeking feedback from all groups during the months of September/October. It is not clear how/when presentations and feedback will take place; however, a team meeting is scheduled for September 13th, details will follow at that time.

The goal is to have the first reading of the Guided Pathways Scale of Adoption start in February 2020.

Lisa Storm had a few questions and corrections to the document, Hetty will update with those changes.

INFORMATION ITEMS

1. Reaffirmation of Accreditation Willard Lewallen
Dr. Lewallen presented to the Council the commendations and recommendations from the Accrediting Commission for Community and Junior Colleges (ACCJC). The College is reaffirmed accreditation for seven years. The external evaluation report commended the College in three areas in which they recognized the exemplary performance of Hartnell College. Additionally, the

commission reported three recommendations; however, upon written response to the evaluation, the commission reduced the recommendations to two. Dr. Lewallen noted the powerful statement of all the work we have all done, and we should all be proud of that.

The next important deadline will be the mid-term report, which will occur in May 2023. In the meantime, the Accreditation Council will continue to pay attention to the accreditation standards; however, it will now only meet a few times per semester.

Dr. Lewallen communicated to the Council that the current standards are up for review at an upcoming retreat. Changes to the evaluation process is proposed; interest in changing the current model to the same model used by WASC Sr. with only four people on the team.

Mohammed Yahdi suggested being more proactive for the next report. For example, creating a system to gather evidence where the information can be dropped into organized folders as it is being worked on, this will help for when the next cycle comes and we are not scrambling to find evidence.

2. Educational Master Plan Willard Lewallen
Dr. Lewallen spoke to the Council about the opening of the new learning sites in Soledad and Castroville. Preliminary planning of operational costs is estimated to be about \$80,000/year. The complexity of what programs, services, and personnel offerings drove to the conclusion that an educational master plan is the most efficient route for these three facilities. Currently, we are seeking proposals from firms, we have two proposals now and are seeking a third. Budget resources are allocated this year for that purpose.

We are looking to develop partnerships for program opportunities. Meetings in King City, Soledad, and Castroville are scheduled to receive input from communities as to what programs and services they want to see in these centers.

3. Presentation of 2019-20 Budget Al Muñoz
Vice President Al Muñoz presented the 2019-20 budget, which was adopted by the Board of Trustees at its September 3, 2019 meeting. VP Muñoz reported that the general fund is balanced, and all district funds are projected to have a positive balance at the end of the fiscal year. Fund balance reserve is at 21.94% above the BP 6200 required level of 20%. The budget is based on the new funding formula which calculates apportionments using three calculations: Base allocation (FTES), supplemental allocation (low-income students), and student success allocation (outcomes with premium for low-income students). The rates are calculated to provide a three-year transition (FY 2018-19, FY2019-20, and FY 2020-21). The formula includes a “stability” provision that delays any decreases in revenues for one year. Included is also a cost of living allocation of \$1,444,300. New positions included in the general fund are swim coach, biology instructor.

4. Launch of Strategic Plan 2019-2024 Brian Lofman
Tabled this item until the plan document becomes available.

5. Institutional Planning & College Redesign Events AY19-20 Brian Lofman
Dr. Lofman presented the 2019-20 Strategic Planning and College Redesign event calendar. He talked about the mandatory trainings that occurred during convocation for tri-leads as well as, the

upcoming events throughout the year. The events include an open house in November and a showcase in January, which is where faculty/staff will have the opportunity for input. Once the designs are finalized, they will be presented and sought for approval from academic senate and college planning council.

6. Detailed Treatment of Areas of Focus for PRT

Brian Lofman

Dr. Lofman reminded the Council of a potential funding source sought after last year. A letter of interest was submitted with detailed areas of interest for PRT assistance. The areas of focus, relationship of areas of focus to core commitments in vision for success, questions for PRT to consider concerning employee engagement and status of recent efforts, and questions for PRT to consider concerning the governance system and status of recent efforts.

Workshops are planned and three visits are scheduled for October 11, November 15, and March/April 2020. The purpose of the first meeting is to listen to a variety of groups (part-time faculty, CSEA, Academic Senate, etc). The goal is to encompass all, invitations will be sent within the next 2-3 weeks. The visits will focus on drafting an innovation and effectiveness plan, which can include the Plan for Engagement, and ensure that follow up. The Office of Institutional Advancement along with consultant, Jill Christensen, will oversee the Plan for Engagement.

ADJOURNMENT

Meeting adjourned at 4:27 p.m.

NEXT MEETINGS

September 18, 2019

October 2, 2019

October 16, 2019

November 6, 2019

November 20, 2019

December 4, 2019