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.

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.

VALUES STATEMENTS
- ***Students First***

We believe the first question that should be asked when making decisions is "What impact will the decision have on student access, learning, development, achievement, leadership, and success?"

- ***Academic and Service Excellence***

We commit to excellence in teaching and student services that develop the intellectual, personal, and social competence of every student.

- ***Diversity, Equity, and Inclusion***

We embrace and celebrate differences and uniqueness among all students and employees. We welcome students and employees of all backgrounds.

- ***Ethics and Integrity***

We commit to respect, civility, honesty, responsibility, and transparency in all actions and communications.

- ***Alliances***

We develop strategic relationships within the college and community, locally and globally, that allow us to grow our knowledge, expand our reach, and strengthen our impact on those we serve.

- ***Leadership and Empowerment***

We commit to growing leaders through opportunity, engagement, and achievement.

- ***Innovation***

Through collaboration, we seek and create new tools, techniques, programs, and improve student learning, student achievement, and institutional effectiveness.

- ***Stewardship of Resources***

We commit to effective utilization of human, physical, financial, and technological resources.

- ***Health, Safety, and Security***

We commit to providing a healthy, safe, and secure environment for all students, employees, and visitors.

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.

<u>**GENERAL OPERATING PROCEDURES FOR GOVERNANCE COUNCILS**</u>
All Governance Council meetings will be conducted using Robert's Rules of Order. The College Planning Council will have authority for the following aspects of the Governance System and for establishing the following general operating procedures for all Councils.

- Member Responsibility and Expectations for Participating in Governance
- Voting to Recommend Action/Approval
- Purpose of Each Council
- Establishing and Discontinuing Governance Councils
- Determining Required Membership Categories for Each Council
- Procedure for Placing Items on Agendas
- Reporting (To Whom or Which Group Recommendations are Forwarded)
- Providing and Updating the Handbook and Agenda format for all Governance Councils
- Process for Evaluation of Councils and Governance System Effectiveness

<u>**STRATEGIC PLAN 2019-2024 CORE OUTCOMES**</u>
Core Outcome 1 – Degree/Certificate Completion
Core Outcome 2 – Degree/Certificate Completion Efficiency (Units & Time)
Core Outcome 3 – Transfer to Four-Year Institutions
Core Outcome 4 – Student Employment Following Training and/or Degree/Certificate Completion

<u>**MEMBERSHIP (and terms of service)**</u>
◊ VP of IT (Chair, permanent)
◊ Dean Academic Affairs or designee (permanent, to be appointed by VP of Academic Affairs)
◊ Dean of Student Affairs or designee (permanent, to be appointed by VP of Student Affairs)
◊ Director of IT (permanent)
◊ Distance Education Coordinator (permanent)
◊ 1 Classified Manager, Supervisory or Confidential (2-year term, to be appointed by superintendent/president)
◊ 5 Faculty (2-year term, to be appointed by Academic Senate)
◊ 3 Classified (2 CSEA, 1 L-39, 2-year term, to be appointed by CSEA and L-39)
◊ 2 Students (1-year term, to be appointed by Associated Students)

<u>**MEMBER RESPONSIBILITY AND EXPECTATIONS FOR PARTICIPATING IN GOVERNANCE**</u>
◊ Council members are responsible for keeping their constituent groups informed about Council actions and matters under review and consideration.
◊ Council members commit to representing and working toward the best interests of all students, the college, and the community, although each member is encouraged to interact with and express the viewpoints of his/her constituent group.
◊ Council members commit to preparing in advance of meetings, and to participating fully in Council meetings.
◊ Council members commit to engaging in civil and respectful discussion, debate, and deliberation.
◊ Council members commit to working toward consensus in Council deliberations prior to taking action. Council members reserve their right to cast an independent vote.

<u>**FREQUENCY OF MEETINGS**</u>
Monthly during the academic year

VOTING TO RECOMMEND ACTION/APPROVAL
Recommended action/approval: The Technology Development Council shall be governed by Robert's Rules of Order, latest revised edition.

PURPOSE
The Technology Development Council's primary focus is to review, update, prioritize and monitor the Technology Master Plan in accordance with resource identification. The TPC will also review, assess, and prioritize technology requests and recommendations from the campus not part of the Technology Master Plan.

RECEIVES INFORMATION FROM
The following sources appropriate to the work of the Council, including but not limited to: employees, students, other councils and committees, Academic Senate, program reviews, SLOs, accreditation, performance indicators, site visits, institutional effectiveness outcomes, existing plans and initiatives, labor market information, community and partner input, other trends and/or forecasts.

MAKES RECOMMENDATIONS TO
- ◊ College Planning Council
- ◊ Academic Affairs, Student Affairs and Administrative areas

AGENDAS
The chairs and/or co-chairs develop the agenda for council meetings. Any individual (student or employee) who wants an item placed on the agenda must submit the item in writing to the chair and/or co-chairs.

COUNCIL RESPONSIBILITIES
The Technology Development Council provides planning and direction for the technological support of instructional departments, library, student and administrative services in support of the Technology Master Plan.

1. COUNCIL RECOMMENDATIONS
   - ◊ For items that have college wide implications or impact, review recommendations from other Councils

2. BOARD POLICIES & ADMINISTRATIVE PROCEDURES
   - ◊ Review and recommend for approval new or revised Board policies and administrative procedures after they have been reviewed and recommended by the appropriate Council.

3. ACCREDITATION
   - ◊ Review and keep knowledge current regarding accreditation standards, eligibility requirements, and policies related to the Technology Planning Council.
   - ◊ Provide input when appropriate to accreditation processes.
   - ◊ Promote a campus culture that is focused on accreditation, inclusive of but not limited to institutional activities that foster assessment, evidence building and continuous improvement.

4. BUDGET
   - ◊ Develop, implement, and evaluate the IT budget based on campus needs and in accordance with the campus resource allocation process.
   - ◊ Submit recommended budget plans to the College Planning Council.

5. PLANNING/RESEARCH
   ◊ Review college goals and key performance indicators regularly.
   ◊ Review and recommend approval of IT plans
   ◊ Review evaluations of college plans and make recommendations for improvement.

6. PROGRAM REVIEW
   ◊ Review program review reports and recommendations for Information Technology.
   ◊ Review and recommend approval for the implementation of new services and technologies.

7. SERVICE AREA OUTCOMES
   ◊ Review IT reports on the status of SAOs development, assessment, and results.

8. EVALUATION OF COUNCIL EFFECTIVENESS
   ◊ Conduct evaluation of the effectiveness of the Council every 2 years.