



HARTNELL COLLEGE

### Student Affairs Success Council

### Minutes

December 8, 2023, 9am-11am A-113 & Zoom

MEMBERS	Constituent Group	Present	Absent
1. Romero Jalomo, Tri-Lead	Administrator	X	
2. Fanny Salgado, Tri-Lead	CSEA	X	
3. Jennifer Moorhouse, Tri-Lead	Academic Senate	X	
4. Maria Ceja	Administrator	X	
5. Augustine Nevarez	Administrator	X	
6. Ben Grainger	Administrator	X	X
7. Joy Cowden	Administrator		X
8. Lluvia Del Rio	CSEA	X	
9. Layheng Ting	CSEA	X	
10. Miriam Vazquez-Gonzalez	CSEA		X
11. Ariana Rodriguez	CSEA	X	
12. Heather Rodriguez	Counselor		X
13. Hortencia Jimenez	Meta Major Rep	X	
14. Carol Kimbrough	Meta Major Rep	X	
15. Santos Melena Martinez	Meta Major Rep		X
16. Guillermo Menchaca	ASHC		X
17. Amy Narez	ASHC		X
18. Brizeida Cruz	ASHC		X
19. Orchina Williams	ASHC		X

**Guests:** Lea Miller, Ken Skinner, Gayle Pitman

**1. Call Meeting to Order at 9:06**

**Fanny Salgado**

**2. Approval of Agenda**

**Dr. Jennifer Moorhouse**

Moved (Kimbrough), Seconded (Del Rio).

**3. Approval of Minutes**

**Dr. Jennifer Moorhouse**

Romero reported back there was a meeting last Friday amongst the tri chairs. There was an agreement at that meeting that one of the role of the council is to review and approve board policies and administrative procedures pertaining to the council. He hopes to identify fifteen board policies and administrative procedures and begin the conversation during this meeting, if time permits. These fifteen need to be identified by January. Dr. Moorehouse recommended sending out a poll to the members to decide the importance of each to assist in deciding which ones to begin working on first. Dr. Jalomo motion seconded Kimbrough. All approved.

**4. The Grille Price Proposal**

**Lea Miller/Ken Skinner**

Ms. Miller gave a detailed presentation regarding the price increases at the Grille and Starbucks. The presentation is available on the council website for review. Potential food cost is a theoretical or ideal percentage that indicates what the food cost should be in a perfectly run food service area. In order to achieve our potential food cost, we must raise the prices of our handmade food by at least 70% while also increasing business. Their goal is to only have to increase prices by 60% and make up the additional 10% with catering. The goal is to implement the price increase over three phases with a 20% increase at each phase. The first phase will begin in the spring semester. Some recommendations and request she has heard back are there will be no changes to most packaged food pricing as its pricing is dictated by the purveyor and has a more sustainable margin. Increase foot traffic through increased enrollment, advertising, customer satisfaction, and online ordering. Operate during hours consistent with class and work scheduling to provide food service when reasonable. Eventually they would like to be able to offer food at a discounted rate to students. Dr. Jalomo suggested ensuring hours are open for students who take classes in the evenings. Dr. Jimenez has a concern on promoting certain foods as healthy rather than others. Healthy means different things to different people. She cautions against promote or endorse something around incentives for buying more salads. Dr. Ceja suggested offering more culturally relevant food. Dr. Jimenez agreed that we need to offer diverse options because students have different needs. Its about bio-individuality and students having food options. Dr. Ting suggested maybe increasing prices on packaged food to allow for lower prices on healthy items. Dr. Jimenez is concerned with raising prices on packaged food because students have food insecurities and packaged food is what they know and maybe they want to get something for a sibling on their way home. Dr. Jalomo suggests continuing the conversation at future meetings. Please contact Lea Miller at [lmiller@hartnell.edu](mailto:lmiller@hartnell.edu) or Ken Skinner at [kskinner@hartnell.edu](mailto:kskinner@hartnell.edu), if you have any questions.

**5. Student Affairs Resource Allocation Requests**

**Dr. Romero Jalomo**

Dr. Jalomo reviewed the prioritized list of requests from the Student Affairs Division. These budget requested were decided on between January – March of this year for the use of Program Planning and Assessments (PPA).

**ACTION:**

Approval of the top 5 prioritized list. Motioned (Kimbrough), Seconded (Ceja). All approved.

**6. Strategic Enrollment Management Plan**

**Dr. Gayle Pitman**

Dr. Pitman was unable to attend the meeting. She asked Dr. Jalomo to share the plan with the council. Dr. Ting is a contributor to the document located on the council website. The document is a first draft and welcomes comments and suggestions to the document. Mr. Grainger will discuss middle college high school at a future meeting.

**7. Student Fee Payment Deadlines & Drops**

**Dr. Maria Ceja**

Dr. Ceja informed that there is only one payment deadline. Students will need to pay their fees by that date. There are four payment reminders to remind students of the upcoming deadline. The college is working on a payment plan for students. She is hoping that will be implemented in the near future to remove the payment deadlines and allow students to make payments. Students who owe \$58 or more are at risk of being dropped for non-payment. Students who owe \$57 or less are placed on hold and are unable to register until the payment is made. Dr. Ceja compiled a list of other colleges who drop for non-payment.

Please review the spreadsheet located on the council website. Dr. Ting suggested removing the hold for students who owe \$57 or less as that is similar to a de reg because it doesn't allow students to register. Dr. Ceja will review that suggestion.

**8. Closing Comments/Adjournment**

**Fanny Salgado**

Dr. Jalomo shared a list of Winter Events. The list is located on the website for review. The meeting adjourned at 10:57 am

**NEXT MEETING(S)**

- **February 9, 2024**
- **March 8, 2024 (with Academic Affairs Success Council)**
- **April 12, 2024**
- **May 10, 2024 (with Academic Affairs Success Council)**