HARTNELLCOLLEGE

Accreditation Council
Minutes
November 18, 2019, 3-5p.m.
Building E-112

MEMBERS

Name	Representing	Present	Absent
Dr. Lori Kildal	Administration		X
David Beymer	Full-Time Faculty	X	
Michael Hooper	Full-Time Faculty	X	
Lisa Storm	Academic Senate/Full-Time Faculty	X	
Richard Bennett	Administration	X	
Dr. Romero Jalomo	Administration		X
Dr. Brian Lofman	Administration	X	
Dr. Patricia Hsieh	Administration		X
Alma Arriaga	Confidential		X
Vacant	CSEA		
Vacant	CSEA		
Vacant	L-39		
Tanya Ho	Full-Time Faculty	X	
Chris Moss	Full-Time Faculty		X
Dr. Ann Wright	Full-Time Faculty	X	
Vacant	Part-Time Faculty		
Fabian Rodrigueaz	Associated Student		X
Vacant	Associated Students		

Others

Name	Title or Representing	Present	Absent
Hetty Yelland	Faculty	X	
Gabby Lopez	Faculty	X	
Mercedes Del Real	Faculty	X	
Sharon Albert	Administration	X	
Dave Phillips	Administration	X	

CALL TO ORDER & INTRODUCTIONS   David Beymer
Meeting called to order at 3:10 pm.

ACTION ITEMS
1. Consider Approval of Minutes of September 16, 2019   David Beymer
   Minutes could not be approved due to lack of quorum. We will bring this forward to our next
   meeting.

INFORMATION/DISCUSSION/PRESENTATIONS
1. QFE Presentations
   a. Project #1 (3:00-3:20pm)   Brian Lofman/
                                                                                          Hetty Yelland
      Dr. Lofman shared the combined PowerPoint presentation posted on the council's webpage.
      He did a broad overview of the QFEs and shared key weaknesses found in the SWOT analysis.
      They are applying the student progression model to our QFEs.

      Dr. Yelland reviewed QFE #1 – Guided Pathways. She shared the goals of College Redesign,
      and reviewed the timeline and action items determined by the committees.

   b. Project #2 (3:20-3:40pm)   Gabby Lopez/
                                                                                          Mercedes Del Real
      Ms. Lopez and Ms. Del Real reviewed QFE #2 – Student Transfer and their progress thus far.
      They shared top strategies discussed by their task force. Ms. Lopez reviewed their key
      deliverables: 1) creation of UC/CSU transferable course (COU 9), 2) meeting with stakeholders
      from CSUMB, and 3) review of "Through the Gate" and discussion of initiatives to address
      students "at the gate."

   c. Project #3 (3:40-4:00pm)   Sharon Albert
      Ms. Albert reviewed QFE #3 – Career Placement, which is a strategy to ensure that all
      students are informed of career choices, internships available, and connections with
      prospective employers. Currently, we have these services available and are utilized by CTE
      students, but we need to strategize as to how to provide services to all Hartnell students.

      Dr. Wright inquired as to the timeline to implement these strategies. Ms. Albert advised that
      they have taken the strategies as far as they can for now, and are awaiting further guidance
      as to how and when they can move forward. Ms. Del Real mentioned that they applied for an
      HSI grant, but did not receive the award.

      Council members inquired about the specifics of evidence that we need to collect and where
      we're going to house them. Mr. Hooper and Mr. Beymer advised that we need to wait until the
      new VPAA arrives for further guidance.

2. Software/Repository for Evidence (4:00-4:15pm)   Dave Phillips

   Mr. Beymer shared that based on discussions at our first meeting of Fall 2019, we were considering how we can store our evidence. VPIT Phillips advised that the Google drive worked fine for our ISER, except for the end when we had to download folders to the USBs for the ACCJC visiting team. However, he has a solution now to make it easier, so we should be fine for our Midterm Report.

   Ms. Storm suggested Canvas as a possible repository. Dr. Wright suggested that we discuss the pros and cons of Google Drive versus Canvas at our next meeting. Ms. Ho advised that she would advocate for Google drive due to the success they had with the recent Respiratory Care Practitioner (RCP) accreditation visit.

   ACTION
   - Mr. Beymer will reach out to Mr. Rodrigueaz to obtain more information, and share with VPIT Phillips for research.

   - We will bring this topic back for more discussion.

3. Review of Visiting Team Recommendations
   a. Recommendation #1 (4:15-4:30pm)   Romero Jalomo/
                                                                          Lisa Storm

   Dr. Jalomo was unavailable to report out. Mr. Beymer shared that he has spoken with Dean Kathy Mendelsohn regarding the recommendation for a roving librarian. VPIT Phillips inquired why we would need another librarian with all the technology available – he suggested a kiosk at the centers.

   ACTION
   We will bring this topic to the next meeting.

   b. Recommendation #3 (4:30-4:45pm)   Rick Bennett/
                                                                          Ann Wright

   Dr. Wright shared that she reviewed the history of the Technology Master Plan through the Technology Council's minutes. One observation she shared is that there are people who were interested in working on the Technology Master Plan. She could not find who wrote the previous plan, possibly former VPIT Matt Coombs.

   VPIT Phillips shared that his council members are ready to work on the Technology Master Plan, but he hasn't had the resources available to work on this project. Dr. Wright inquired if VPIT Phillips anticipates much writing being needed; he advised that he does not feel the report needs to be very long (e.g., we do not need to provide background since we have previously done this).

   Dr. Wright shared that the recommendation is to write the Master Plan. She added that she would like to see the authors' names on the report for future reference.

4. Google Drive   Michael Hooper
   Mr. Hooper shared that he and Mr. Beymer created Google folders for QFE evidence. They are awaiting guidance from the new VPAA.

OTHER ITEMS/BRIEF ANNOUNCEMENTS
1. New Accreditation Basics Course (On-line) http://www.accjc.org/
   New members must complete the course and email their certificate of completion to Dina at dhayashi@hartnell.edu.

2. ACCJC Membership Change
   Please see the memo posted on the council's webpage.

3. Mr. Beymer advised that the December 16, 2019 meeting will be cancelled. Based on Dr. Hsieh's preference, Dr. Kildal advised that we should reschedule the February and March 2020 meetings.

   ACTION
   Dina will send e-vites for the rescheduled meetings once dates have been determined.

NEXT MEETING(S)
- December 16, 2019 (cancelled)
- January 20, 2020 (cancelled due to winter break)
- February 17, 2020 (will reschedule due to holiday)
- March 16, 2020 (will reschedule due to spring break)
- April 20, 2020
- May 18, 2020

ADJOURNMENT   Lori Kildal/
                                                                    David Beymer

Meeting adjourned at 4:47 p.m.