



HARTNELL COLLEGE

**Administrative Services Council Meeting
Minutes (Approved)
Wednesday, February 13, 2019, 10:00 am
E-112**

MEMBERS

| Name | Representing | Present | Absent |
|---------------------------|------------------------------------|---------|--------|
| Benjamin Figueroa | Administration | X | |
| Terri Pyer | Administration | X | |
| Joseph Reyes | Administration | X | |
| Celine Pinet | Dean of Academic Affairs/ designee | X | |
| Augustine Nevarez | Dean of Student Affairs/ designee | X | |
| Pete Escoto | Faculty | X | |
| Miguel-Angel Manrique | Faculty | | X |
| Balamurali Kappagantula | Classified Mgmt. /Supv. /Confid. | X | |
| Delia Edeza | CSEA | | X |
| Lourdes Sanchez | CSEA | | X |
| Estefania Escalante Solis | Students | | X |
| Jessi Almada | Students | | X |
| | | | |

Others

| Name | Title or Representing | Present | Absent |
|----------------|-----------------------|---------|--------|
| David Techaira | Business Office | X | |
| Kenneth Laird | Public Safety | X | |

CALL TO ORDER & INTRODUCTIONS

Benjamin Figueroa

Meeting called to order at 10:05 am

ACTION ITEMS

1. Consider Approval of November 13, 2018 meeting minutes. Benjamin Figueroa
Motioned (Celine Pinet); **Second** (Balamurali Kappagantula) All in Favor. **Motion Carried.**
2. Consider Approval of BP 7140, Collective Bargaining Benjamin Figueroa
3. Consider Approval of AP 7140, Collective Bargaining-Conduct of Negotiations
4. Consider Approval of AP 7145, Personnel Files
Terri Pyer gave a brief overview of BP 7140, AP 7140 and 7145. Floor open to questions- no questions or suggestions at this time.

Motioned (Augustin Nevarez); **Second** (Joseph Reyes), all in favor. **Motion carried.**

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.*

INFORMATION/DISCUSSION/PRESENTATIONS

1. Consolidation of the Administrative Services Council and the Facilities Development Council – Benjamin Figueroa
Benjamin Figueroa explained the need for consolidating both councils in order to maximize the time and participant attendance to meet the minimum requirement to vote on action items. Responded to questions.

A suggestion for a time and date of the council meeting to take place was given and the majority agreed that the 2nd Thursday of the month between 3 pm and 5 pm would work best.

2. Solar Panel Project Parking Structure/ Measure T update Joseph Reyes
 - The Solar Panel project in the third floor of the parking garage is scheduled to start on April 8, 2019 with a completion date of July 31, 2019. Responded to questions.
 - Other upcoming and pending projects;
 - The expansion of King City and Soledad and Castroville.
 - The construction of the Nursing building
 - The renovation of building D and quad area
 - The Safety kiosk.
 - Starbucks: set to start construction in April. A temporary wall in the construction area will be placed to contain debris. The students will be given the options to sit in Steinbeck Hall, and pendulum area once construction begins. Responded to questions.
 - Furniture in the Student Center will be updated to have the same color scheme of Starbucks, for better comfort and easy maintenance.
 - Possibility of remodeling the restrooms and cafeteria after Starbucks is completed.
 - Covering the transition space between the Cafeteria and Steinbeck Hall to separate and reduce noises.

3. 2018-19 Allocation Summary; David Techaira
David Techaira gave a brief overview of the 2018-19 Allocation Summary.

4. Campus Security Authority Training/ Security & Parking Update- Kenneth Laird
 - Parking lots are full by 10 am from Monday through Thursday.
 - A new bill will roll into effect soon that will allow a homeless student in good standing to live on the campus parking lot. This will impact parking and all of Community Colleges.
 - An increase in free guest parking spaces are requested daily-impacting the parking.
 - A significant amount of complaints have risen from residents around the field area due to street parking being occupied by Hartnell.

Benjamin Figueroa asked Kenneth Laird to identify the times when the College has the most demand for student parking and suggested Student and Academic Affairs to schedule their meetings with exterior attendees after peak hours which are generally between 8 am to 12 pm.

Open for Questions:

Joseph Reyes asked Celine if she had to pay for her own parking when she visits CSUMB.

Celine Pinet responded she does pay for her own parking, rarely does she get a free pass for her visit to CSUMB.

Benjamin Figueroa- as we work with CPC and our divisions it is important we have this discussion so we can say that we have talked about this in council and have had discussion on this topic.

Augustine Nevarez added the students may argue the free guest parking passes and say, if students have to pay, everyone should pay.

Benjamin suggested looking at the class schedules, this may impact the parking if the majority of the classes are scheduled at the same time.

Celine Pinet pointed out that night classes don't do well faculty is willing to teach late, but students do not want to attend those times.

Pete Escoto shared the East campus success in schedule changes of moving morning classes to evening classes. He explained that it was a bit rocky at the beginning of the change but by the second semester the evening classes were just as full as the morning classes.

Benjamin added that in the next 6 months we will continue to discuss more on how we can approach the parking situation, and in the meantime Kenny and Ben will begin to explore the possibility of providing guest parking for specific hours of the day only or perhaps only for one off meetings not regularly schedule long standing meetings.

Kenneth Laird added that there was a time where the parking garage was 50% empty, now there is nothing available.

Benjamin noted that the enrollment growth is not significant enough to effect the parking.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

- We will see if we can schedule this meeting from 3-5 on 2nd Thursday of month.

NEXT MEETING(S)

- Wednesday, March 13, 2019
- Wednesday, April 10, 2019

ADJOURNMENT

The meeting adjourned at 11:05 am