



HARTNELL COLLEGE

**College Planning Council  
Minutes**

**March 15, 2023, 3 p.m. / E-112**

<https://cccconfer.zoom.us/j/87885035575>

**APPROVED 3/29/23**

<b>MEMBERS</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
1. Jason Hough, Co-Chair	Academic Senate	X	
2. Michael Gutierrez, Co-Chair (non-voting)		X	
3. David Beymer	Faculty	X	
4. Mostafa Ghous	Administration	X	
5. Delia Edeza	CSEA	X	
6. Ben Grainger	Administration	X	
8. Romero Jalomo	Administration	X	
9. Brenda Jones	CSEA	X	
10. Debra Kaczmar	Administration	X	
11. Carol Kimbrough	PT Faculty	X	
12. Brian Lofman	Administration	X	
13. Daniel Lopez	Faculty	X	
14. Graciano Mendoza	Administration		X
15. Cheryl O'Donnell	Faculty	X	
16. Shawn Pullum	CSEA President	X	
17. Apolonia Preciado Castillo	Associated Students		X
18. Elijah Ruelas	Associated Students		X
19. Nancy Schur Beymer	HCFA President		X
20. Cathryn Wilkinson	Administration	X	

**Guests:** Marianne Fontes, Dean of Academic Affairs

**1. Call Meeting to Order**

The meeting was called to order at 3:01 p.m.

**2. Approval of Agenda**

David Beymer motioned to approve the agenda. Carol Kimbrough seconded the motion. The Council voted and approved the agenda with no opposition. Chair Hough noted that a special CPC meeting would be held on March 29, 2023, 3 p.m. to receive the first reading of the new governance structure.

**3. Approval of Minutes – March 1, 2023**

David Beymer motioned to approve the meeting minutes of March 1, 2023. Carol Kimbrough seconded the motion. The Council voted and the minutes were approved as submitted with no opposition.

Jason checked in with the members to see how everyone was doing and informative discussions ensued.

#### **4. Update on SWOT – Refresh of Strategic Plan**

President Gutierrez recalled that the Board of Trustees acknowledged that the Board and College were not regularly looking at the strategic plan over the past few years because of the pandemic. The Board also recognized that a lot of good work was done in the development of the existing plan and decided to conduct a refresh of the current plan, rather than start over with a new one. The refresh includes conducting Strength, Weaknesses, Opportunities, and Threats (SWOT) activities with constituent groups. The Board conducted a SWOT earlier in the fall and since that time, President Gutierrez has conducted the same activity with the classified professionals and the senior leadership team. Two others are planned with the Academic Senate and Associated Students later this month. The information gathered will be compiled and used to refresh the Plan and to review and modernize the mission and vision statements. Dr. Lofman stated that the concept is to keep the four success goals, but include any updates that are based on important factors that have occurred over the past few years. This work will continue through next academic year with plans to implement in Fall 2024.

The Council engaged in a lengthy and robust discussion about online instruction for adult learners and whether the College should include a perspective on online/hybrid instruction in the refresh because the existing plan was written prior to the pandemic, much has changed, and some students want online/hybrid instruction; the College needs to be flexible, offer options, and be strategic about using its resources (Centers). Cheryl O'Donnell shared that the Distance Education (DE) Committee is looking into developing a DE Plan and is researching other colleges' DE plans; more to follow. There was discussion about conducting a student survey to get a pulse on online instruction, but it was determined that it was too late for this year and no decision was made to move forward with the idea. In closing, Dave Beymer suggested the College develop an operational memorandum around conducting surveys through institutional research only.

#### **5. Closing Comments/Adjournment**

The meeting adjourned at 4:25 p.m.

#### **NEXT MEETING(S)**

March 29, 2023 (Special Meeting)

April 19, 2023

May 3, 2023

May 17, 2023