Student Affairs Council Minutes
Thursday, May 7, 2015, 3:00pm-5:00pm E-112

MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Romero Jalomo, Co-Chair</td>
<td>Administration</td>
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<td>Tony Anderson, Co-Chair</td>
<td>Faculty</td>
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<td>Kathy Mendelsohn</td>
<td>Administration</td>
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<td>Matt Coombs</td>
<td>Administration</td>
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<td>Mary Dominguez</td>
<td>Administration</td>
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<td>Manuel Bersamin</td>
<td>Administration</td>
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<td>Melissa Romero</td>
<td>CSEA</td>
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<td>Marlene Tapia</td>
<td>CSEA</td>
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<td>Elizabeth Estrella</td>
<td>Faculty</td>
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<td>Yoshiko Matsushita-Arao</td>
<td>Faculty</td>
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<td>Samuel Pacheco</td>
<td>Faculty</td>
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<tr>
<td>Francisco Juarez</td>
<td>Student</td>
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<td>Hector Moya</td>
<td>Student</td>
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Others

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<tr>
<th>Name</th>
<th>Title or Representing</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Eric Becerra</td>
<td>HEP Director</td>
<td>X</td>
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<tr>
<td>Augustine Nevarez</td>
<td>Director of Student Life</td>
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CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 3:10pm

ACTION ITEMS

1. Review of minutes from April 23, 2015 meeting
   Minutes approved. No revisions or corrections.

2. Request Form for Priority Registration
   Romero informed the council of a new request form for students groups who are interested in becoming a priority group. Applicants must complete and submit the form along with the required supportive documentation to the Office of the Vice President of Student Affairs. He requested the council to view the form which is located on the Student Affairs Council meeting website. The form details requirements a applicant must meet for consideration as a new priority

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.
group. The council recommended the following revisions: wording under “General Information”. Romero would like to include a requirement that when someone submits their form, they also include the criteria to maintain good standing in their student group. Re-wording a sentence to remove the second and third occurrence of “to support”.

Form approved with recommended corrections.

3. ASHC Priority Group Request
Augustine Nevarez
The elected officials of ASHC would like to request priority registration. The student group meets the 2nd criteria requirement stated on the request form. ASHC elected officials are asked to participate in the shared governance committees and due to this, those students must arrange their schedule to accommodate attending the meetings. The group is comprised of 15 students. The eligibility requirements for ASHC elected officials are that students must be in good standing with ASHC in order to maintain their priority group. The group requests priority group 2.

Motion to approve; there was one abstention. Liz would like to review the criteria to maintain in good standing as an elected official. She would like students to maintain no less than a 2.0 GPA and also regularly attend meetings. Total units be less than 100 units and a completion rate of less than 50%. She would also like to see the student group be required to meet with a counselor three times a semester.

Augustine stated there are high standards to become an ASHC elected official. Students must maintain a 2.5 or above GPA. He acknowledges attendance will need to be monitored as part of maintaining the requirement to be an elected officer.

The council approves the ASHC request after inclusion of good standing criteria in the request form. The student group will complete the request form and include the supportive documentation.

4. HEP Priority Group Request
Eric Becerra
Eric stated he is requesting a priority group for HEP graduate students. There is an annual report due to the federal government which details the number of enrollments of HEP students. There would be approximately 80-90 students throughout the year. The student group requests priority registration group 2.

The Council approved the HEP student group request. Romero requested Eric complete a Priority Registration Request Form and submit it to him with the supportive documentation.

INFORMATION/DISCUSSION/PRESENTATIONS

1. Graduation Update
Augustine Nevarez
Commencement Ceremony will be on May 28th at Rabobank stadium at 6:30pm. Check-in for staff and faculty will be at 5:30pm. Augustine is requesting additional support to assist at the event. Dr. Jalomo will send out an email requesting support. Anyone interested in assisting during the event must contact Laura Zavala or Augustine Nevarez at the Office of Student Life. Translation services for the ceremony are being considered. All students have been notified and tickets are being processed. There is a potential of 900 students who will be graduating.
Student clubs will be selling leis and balloons. There will also be a concession stand available at the stadium. Augustine informed the council to dress in layers as it will be cold that night. Stiletto heels are not allowed on the field. There will be a graduation reception on May 13th. This information was given to students including the reception in their initial graduation letter.

There are 600 parking spots in the general parking area and roughly 150 parking spots in the “VIP” staff/faculty parking locate at the Storm House. Augustine highly encourages staff and faculty to carpool. Yoshiko recommended a faculty shuttle from campus to the ceremony. Augustine welcomed the suggestion and will inquire about vans. Dr. Norma Ambriz will be the guest speaker at the ceremony. There are 7 valedictorians; one of the seven will be speaking at the ceremony.

2. Student Affairs Council Survey Findings  Romero Jalomo
Romero informed the council of the survey findings located in the council’s meeting website. He reviewed the document with the council. The council would like to see the minutes posted more than one day ahead of the next meeting. Romero suggested reviewing the handbook at the first meeting of the academic year. He advised that he anticipates council members take the information discussed at Student Affairs Council meetings and discuss it at their division meetings in order to inform the members of their constituent groups of the decisions reached in our council meetings. Romero informed the council that he values everyone’s ideas and input and would like any suggestions on how to open up the dialog and ensure everyone feels comfortable to share their opinions and suggestions. Romero will meet with Augustine and Francisco regarding suggestions on recruiting students to join the council. Francisco stated the time is a bit late for many students and he also recommended meeting more than once a month. Romero suggested informing ICC groups of the option to join the council. Melissa suggested adding an incentive to students of a priority group and informing them that they would be strongly advised to become a member in a council.
Matt suggested the front of the agenda be geared toward students rather than sent toward the end, especially when an agenda has many items. He feels that during a long agenda, students might not feel compelled to stay and give feedback after a long meeting that ends late.

**ACTION:** Romero will meet with Augustine to discuss the options in recruiting ASHC students in joining the council.

3. Overall Governance Effectiveness Evaluation  Romero Jalomo
Romero reviewed the survey of the overall governance effectiveness with the council.

4. Summary for Evaluation of Governance Effectiveness  Romero Jalomo
Romero reviewed the document and Jacqueline entered the recommendations and suggestions into the document to send to the President for review.
5. SAC Inventory of Agenda Items by Month

Romero-Jalomo

Romero reviewed the document that is located on the meeting website. Of the seven responsibilities there was a tally of 56 items that were discussed at the council meetings throughout the year.

**ACTION:** The Council will review the document at the beginning of the year along with the handbook in order to balance out the agendas throughout the year.

**OTHER ITEMS/BRIEF ANNOUNCEMENTS**
1. Graduation Ceremony, May 28th, 6:30pm Rabobank Stadium
2. Veteran’s Recognition Ceremony, May 29th, 6:00pm, Steinbeck Hall
   The ceremony has been moved to ASHC
3. HEP Graduation Ceremony, May 30th, 12:00pm, Western Stage; Reception from 2pm-4pm
4. TRiO Recognition Ceremony, May 31st, 5:00pm-8:00pm, Student Center (Tentative)
5. The Nakatanis event –
6. EOPS/CARE/CalWORKs Recognition Ceremony, May 20th, 1pm, Steinbeck Hall

**NEXT MEETING(S)**
August 27, 2015, 3:00pm-5:00pm, E-112

Meeting Adjourned at 4:55pm