HARTNELL COMMUNITY COLLEGE DISTRICT
CONTINUOUS IMPROVEMENT COMMITTEE
HANDBOOK

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.

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.

VALUES STATEMENTS

- **Students First**
  We believe the first question that should be asked when making decisions is “What impact will the decision have on student access, learning, development, achievement, and success?”

- **Academic and Service Excellence**
  We commit to excellence in teaching and student services that develop the intellectual, personal, and social competence of every student.

- **Diversity and Equity**
  We embrace and celebrate differences and uniqueness among all students and employees. We welcome students and employees of all backgrounds.

- **Ethics and Integrity**
  We commit to respect, civility, honesty, responsibility, and transparency in all actions and communications.

- **Partnerships**
  We develop relationships within the college and community, locally and globally, that allow us to grow our knowledge, expand our reach, and strengthen our impact on those we serve.

- **Leadership and Empowerment**
  We commit to growing leaders through opportunity, engagement, and achievement.

- **Innovation**
  Through collaboration, we seek and create new tools, techniques, programs, and processes that contribute to continuous quality improvement.

- **Stewardship of Resources**
  We commit to effective utilization of human, physical, financial, and technological resources.

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Hartnell College Mission Statement
Hartnell College provides the leadership and resources to ensure that all students shall have equal access to a quality education and the opportunity to pursue and achieve their goals. We are responsive to the learning needs of our community and dedicated to a diverse educational and cultural campus environment that prepares our students for productive participation in a changing world.
STRATEGIC PRIORITIES (will eventually become college goals)

Strategic Priority 1 - Student Success
Strategic Priority 2 - Student Access
Strategic Priority 3 - Employee Diversity and Development
Strategic Priority 4 - Effective Utilization of Resources
Strategic Priority 5 - Innovation and Relevance for Educational Programs and Services
Strategic Priority 6 - Partnerships with Industry, Business, Agencies, and Education

MEMBERSHIP (and terms of service)

- Dean, Institutional Planning and Effectiveness (co-chair, permanent)
- 2 Faculty (2 year terms, 1 each from the Academic Affairs & Student Affairs Divisions, to be selected by Academic Senate; 1 serving as co-chair)
- 2 Classified Staff (2 year terms, 1 to be selected by CSEA, and 1 to be selected by L-39)
- 1 Classified Manager, Supervisor or Confidential (2 year term, to be selected by superintendent/president)
- 1 Student (1 year term, to be selected by ASHC)

FREQUENCY OF MEETINGS

Monthly during the academic year.

PURPOSE

To function as the subcommittee of the College Planning Council, focusing on the continuous improvement of integrated planning and institutional effectiveness.

RECEIVES INFORMATION FROM

The Office of Institutional Planning and Effectiveness, the Academic Senate, the College Planning Council, and other councils appropriate to the work of the Committee.

MAKES RECOMMENDATIONS TO

The College Planning Council and the Academic Senate, with the Academic Senate also making recommendations to the College Planning Council.

COMMITTEE RESPONSIBILITIES

1. CONTINUOUS IMPROVEMENT OF INTEGRATED PLANNING
   - Review alignment, and recommend ways to maximize alignment, between and among the college’s strategic and long term plans.
◊ Review strategic integration of, and recommend ways to better integrate, annual planning and budgeting.

2. CONTINUOUS IMPROVEMENT OF INSTITUTIONAL EFFECTIVENESS
◊ Review progress on and outcomes of institutional continuous improvement processes.
◊ Recommend creative ideas, innovative practices, and data driven approaches directed toward sustainable continuous quality improvement at the college.

3. EVALUATION OF COMMITTEE EFFECTIVENESS
◊ Conduct annual evaluation of the effectiveness of the Committee in the spring semester each year.