



HARTNELLCOLLEGE

WVPP Subcommittee

May 24, 2024, 2pm- 3pm

Zoom ID: 827 3142 5027

Minutes

MEMBERS	Constituent Group	Present	Absent
1. Edwina Cervantes (Chair)	Administration	X	
2. Jon Garner	Administration	X	
3. Kayla Valentine	Administration		X
4. Dianna Rose	Administration	X	
5. Graciano Mendoza	Administration	X	
6. Louann Raras	Staff	X	
7. David Jones	Staff	X	
8. Vinita Tiwari	Staff	X	
9. Xochitl Carranza	Staff	X	
10. Carlos Chavarin	Staff		X
11. Fanny Salgado	Staff	X	
12. Miriam Vazquez-Gonzalez	Staff		X
13. Gabriel Hernandez	Staff	X	
14. Emily Brown	Faculty		X
15. Nancy Shur-Beymer	Faculty		X
16. Deborah Thorpe	Faculty		X
17. Jazmin Sanchez	Security	X	
Quorum (9)		11	6

Guests: None

1. Call Meeting to Order

Meeting called to order at 2:00 p.m., March 26, 2024

2. Overview of Previous Meeting

Committee continuing WVPP implementation planning (training rollout, publication, timelines).

3. Discussion

- **Training Requirement & Scope:** Annual WVPP training is required for employees. Committee discussed scope (faculty, classified/administration, student workers/short-term) and vendor awareness of the plan.

CARING CAMPUS COMMITMENTS: Ten-Foot Rule, Nametags, Cross-Department Awareness, Warm Referrals, Welcoming Students

VISION STATEMENT: A place where dreams become possibilities.

MISSION STATEMENT: We advance social and economic justice through the transformation of education.

VALUES STATEMENT: Our core values reflect our deeply ingrained beliefs that guide everything that we do. When we practice these values, we put students first. Education, Connection, ¡Si se puede! Cultural Wealth, Impact.

- Training Platform & Access: Delivery via Vision Resource Center / SafeColleges (Canvas as needed). Library access can be provided for employees without computers.
- Training Duration: Expected about 2 hours to complete the module.
- Rollout Timeline: Target to begin training by July 1, 2024; plan to publish the WVPP on the Campus Safety webpage by July 1, 2024.
- Completion Deadlines: Proposed deadline of August 31, 2024 for non-faculty; faculty timeline discussed given academic calendar, with possible extension into September; final dates to be confirmed with HR and Academic leadership.
- Manager Coordination: HR and managers will coordinate availability and communicate expectations; HR to provide instructions and support reporting/rosters for managers.
- Communications: Clear messaging to college community emphasizing legal requirement and expectations; committee members to relay information to constituents.

4. Decisions

Proceed to publish the WVPP and launch training communications targeting July 1, 2024.

5. Action Items

- Public Safety: publish the WVPP to the Campus Safety webpage by July 1, 2024.
- HR (with managers): coordinate training access and communicate expectations; provide reporting/rosters to managers.
- Committee: finalize and announce completion deadlines (proposed Aug 31 for non-faculty; faculty timeline to be set in consultation with Academic leadership).
- IT/Library: ensure access points for employees who need computers to complete training.

6. Next Steps

- Draft and send campus wide communication on WVPP training by mid-June 2024.
- Confirm faculty deadline after consultation; consider extension into late September.
- Prepare manager-facing reporting instructions (how to view completion status, print rosters).

7. Adjournment

Meeting adjourned at 02:36 p.m.

CARING CAMPUS COMMITMENTS: Ten-Foot Rule, Nametags, Cross-Department Awareness, Warm Referrals, Welcoming Students
VISION STATEMENT: A place where dreams become possibilities.

MISSION STATEMENT: We advance social and economic justice through the transformation of education.

VALUES STATEMENT: Our core values reflect our deeply ingrained beliefs that guide everything that we do. When we practice these values, we put students first. Education, Connection, ¡Si se puede! Cultural Wealth, Impact.

Next Meeting(s)

TBD

CARING CAMPUS COMMITMENTS: Ten-Foot Rule, Nametags, Cross-Department Awareness, Warm Referrals, Welcoming Students
VISION STATEMENT: A place where dreams become possibilities.

MISSION STATEMENT: We advance social and economic justice through the transformation of education.

VALUES STATEMENT: Our core values reflect our deeply ingrained beliefs that guide everything that we do. When we practice these values, we put students first. Education, Connection, ¡Si se puede! Cultural Wealth, Impact.