



HARTNELL COLLEGE

**Academic Affairs Council
Minutes
November 13, 2019, 3-5 p.m.
E-112**

MEMBERS

Name	Representing	Present	Absent
Dr. Lori Kildal	Administration		X
Lisa Storm	Academic Senate/Faculty	X	
Dr. Kelly Locke	Curriculum Committee/Faculty	X	
Maria Ceja	Administration	X	
Dave Phillips (Maj-Britt Kimm, designee)	Administration		X
Vacant (AVP HR)	Administration		
Kathy Mendelsohn	Administration		X
Julie Stephens-Carrillo	Administration	X	
Ana Gonzalez	Manager/Supervisor/Confidential	X	
Vacant	C.S.E.A.		
Vacant	C.S.E.A.		
Dr. Marnie Glazier	Full-Time Faculty		X
Dr. Peter Gray	Full-Time Faculty	X	
Violeta Wenger	Full-Time Faculty		X
Dr. Janeen Whitmore	Full-Time Faculty	X	
Vacant	Part-Time Faculty		
Joshua Flores	ASHC		X
Nicole Polo	ASHC		X

Others

Name	Title or Representing	Present	Absent
Dr. Romero Jalomo (for Lori Kildal)	Administration	X	
Joseph Reyes	Administration	X	
Dr. Matt Trengove	Administration	X	
Deborah Stephens	Full-Time Faculty	X	

CALL TO ORDER & INTRODUCTIONS

Lori Kildal/
Lisa Storm

Meeting called to order at 3:09pm.

ACTION ITEMS

1. Consider Approval of Minutes of October 9, 2019
MOTIONED (Ceja), Seconded (Gray), unanimously approved without changes.

Lisa Storm

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. Enrollment Update Romero Jalomo

Dr. Jalomo reviewed the enrollment update. The math academy for the pre-algebra or math academy for noncredit is not approved. The AP needs to be updated per the noncredit certificates. The council recommends to set up a noncredit transcript for students. Noncredit certificates of competency need to be placed in a transcript. Dr. Jalomo recommended providing a noncredit presentation from Ms. Gonzalez at a future council meeting.
2. Facilities Update – Main Campus only (3:15-3:30pm) Joseph Reyes

Mr. Reyes gave an update regarding the status of current and upcoming construction on the campus. Construction of the expansion of the King City Education center is to begin December 2, 2019 in which an additional 12,500 square feet will be added. The ground breaking ceremony at the center will be held on December 3, 2019 at 11:00am. The Soledad center held their ground breaking ceremony on November 8, 2019 at 11:00am. That center will be a little under 17, 000 square feet. The new nursing center was approved at the board meeting last Tuesday. The fencing of parking lot 3 will be done on November 25, 2019. He anticipates the ground breaking ceremony be held on December 2, 2019. There is a ground breaking ceremony on December 12, 2019 at 11:00am. The next set of jackhammering for the D building will be during winter break. They are postponing blocking the entrance of building E on the south end to allow for access to the building. The nursing construction will be done during the regular calendar schedule. There will be a month of driving piles for the construction of the nursing center D and the quad are scheduled to be done by May 2020. The nursing is a year and a half construction. The plan is to have nursing classes in Fall 2021. After D, and after Nursing construction they will relocate the nursing classes and staff to the new facility. That is when the new work on the second floor of B will begin. Second and third floor of E will begin in 2021. Mr. Reyes stated there should not be any loud noises during finals week in December. The last project in Phase 1 is in Castroville. Breaking ground in one year on that project. It is a bit under 14, 000 square feet. King City, Soledad, and Castroville will all have the ability for a wet and dry lab and also will have a community room. Ana stated she provided input regarding a concern of the parking lot being at the back of the building on the Castroville lot. She is concerned that it is open, vacant and dark. Mr. Reyes stated the parking lot will be well lit and the open lot that is next to it will be more parking.
3. Institutional Set Standards 5-Year Goal Setting (3:30-3:45pm) Matt Trengove

Dr. Trengove shared a presentation regarding 5-year goal setting. The spreadsheet that was provided details Goals/metrics and set year targets of data based on time to completion. The scope of data is reflective of students who are unemployed for two semesters before they enroll. They have one full year to obtain employment after the degree. This data shows responses from students who have completed a survey. The data provided by Dr. Trengove may be reported to the Chancellor's office as part of the strategic plan and accreditation process as part of our goals as a college. This data has been presented to the Academic Senate and CPC. It was covered in the Spring at the Deans and Directors meetings in which feedback was provided. Academic Senate has approved. The second read for approval at CPC will be done on November 20, 2019.
4. Inmate Education Update Ana Gonzalez

Ms. Gonzalez gave a presentation regarding updates pertaining to the inmate education program. Ms. Gonzalez stated that in the Salinas Valley 34% of inmates have limited English, 19% have a 7th grade education or lower, 32% do not have a high school diploma. There are four Correctional Institutions located in the Salinas Valley. These institutions hold 10,000 incarcerated men and women in our district. The office of Continuing Education focuses on this population and educating them in noncredit programming/English language for currently and formerly incarcerated students. The Office of Continuing Education recruit, contract, orient, given clearance training, evaluate, provides support and professional training for faculty. Challenges for students in the inmate education program is the lack of technology, everything is on paper and pencil.

5. Full-Time Faculty Hiring Committee Recommendations (4:00-4:10pm) Deborah Stephens
The recommendations were approved which are located on the council website. The full-time faculty hiring committee recommended to hire faculty for Psychology, Art, Music, History, Spanish, and Communications Studies.
6. Curriculum Committee Kelly Locke
There are about 90 courses that need to be revised and approximately 70 courses that are expired which is over 5 years old and need to be updated. She has informed faculty which needs to be revised and which are high priority. The faculty and deans in those departments can assist in getting those courses revised. The list is communicated to the faculty and to the deans as information items to assist in reminders to the faculty of getting those courses updated. There has to be an advisory committee recommendation. Once it is approved by the curriculum committee, the board then needs to approve it. It is a long process for certificates. She encouraged the CTE faculty to create their certificates this fall to assist to get them approved in the spring for the implementation in fall 2020. The MIS data and make changes due to the new codes. There are no stackable certificates approved currently. The issue with the small unit certificates is that they aren't transcribed. The goal is to get these certificates transcribed to assist in record keeping for students who complete courses as a certificate of achievement. The student gets the 16 units and then the next level and then they get their degree.
7. AB 705 Update Peter Gray
Mr. Gray stated he attended an AB 705 meeting in San Francisco. MPC is going into a 3-unit English 1A and a 2-unit lab. 23% of community colleges use their default rules. There are six colleges that are using the lowest high school GPA range to place students into a course below transfer. For example, students with a GPA of 1.9 or lower are placed into ENG 101, but the colleges will have to show data that the placement was beneficial for the student. There was an 80% increase in students completing transfer level English. There was a 116% increase in transfer level Math. There was a collaborative meeting between counseling math and English. Ideas for collaboration were there was not enough presence in KC in English and Math. It is difficult to provide the different options to students in south county due to lack of enrollments. Dr. Jalomo suggested sharing the statewide data with Scott Faust.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. None

NEXT MEETING(S)

- December 11, 2019
- February 12, 2020
- March 11, 2020
- April 8, 2020
- May 13, 2020

ADJOURNMENT

Lori Kildal/
Lisa Storm

Meeting adjourned at 4:55pm. |