

**Accreditation Council  
Minutes  
March 21, 2022, 3-5p.m.  
Via Zoom**

**MEMBERS**

Name	Representing	Present	Absent
1. Dr. Cathryn Wilkinson, Co-Chair	Administration	X	
2. David Beymer, Co-Chair	Full-Time Faculty	X	
3. Cheryl O'Donnell	Academic Senate/Full-Time Faculty	X	
4. Dr. Brian Lofman (I)	Administration	X	
5. Dr. Romero Jalomo (II)	Administration	X	
6. Dr. Steve Crow (III)	Administration	X	
7. President or designee (IV)	Administration		
8. Alma Arriaga	Confidential		
9. Maria De Leon	CSEA	X	
Vacant	CSEA		
Vacant	L-39		
10. Chris Moss (QFE #1)	Full-Time Faculty	X	
11. Mercedes Del Real (QFE #2)	Full-Time Faculty	X	
12. Dr. Emily Rustad (QFE #3)	Full-Time Faculty		X
13. Cynthia Ainsworth (Rec #1 Library)	Full-Time Faculty	X	
14. Deborah Stephens (Rec #2 - Technology)	Full-Time Faculty	X	
Vacant	Part-Time Faculty		
15. Daniel Gonzalez	Associated Students		X
16. Kyla Monroe	Associated Students		X

**Others**

Name	Title or Representing	Present	Absent
Fatima Barron	CSEA	X	

CALL TO ORDER & INTRODUCTIONS  
Meeting called to order at 3:03 pm.

Cathryn Wilkinson

**ACTION ITEMS**

1. Consider Approval of Agenda  
**MOTIONED** (O'Donnell), Seconded (Ainsworth), unanimously approved.

David Beymer

2. Consider Approval of Minutes of November 15, 2021  
**MOTIONED** (O'Donnell), Seconded (Lofman), majority approved.

David Beymer

**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.

### 3. Consider Approval of Proposed Timeline Revision

David Beymer

Timeline Reminder & [Revision Proposal](#)

**MOTIONED** (Lofman), Seconded (Moss), majority approved, with change for the report to go through participatory governance in November rather than January.

Mr. Beymer shared that he and Dr. Wilkinson added two more due dates: May 9, 2022 to address gaps; September 12, 2022 for final reading at our council. We specified a date in November (the first of November) for the Midterm report to be completed.

Ms. O'Donnell suggested that we plan ahead and present the Midterm report to the Academic Senate in December, especially since Spring 2023 doesn't start until January 23. Dr. Wilkinson advised that the Governing Board generally does not review any other items in December, so we planned the first reading for January 2023. Ms. O'Donnell inquired as to the expectation between now and the May 9 due date. Dr. Wilkinson confirmed that from now until May, we want teams to finish up their narratives and provide updated evidence. Dr. Lofman added that it might potentially be too early for our council to review in September 2022. Dr. Wilkinson advised that we can add more meetings and adjust accordingly.

## INFORMATION/DISCUSSION/PRESENTATIONS

### 1. Midterm Report Updates

Writing Team Leads

Dr. Wilkinson and Mr. Beymer are very pleased with the narrative that has been submitted thus far. Dr. Wilkinson provided guidance on how everyone can communicate on the narrative draft in the writing team Google folder, and commenter status was granted to all writing team members. Dr. Wilkinson and Mr. Beymer will clean up each team's color on the document and make the report more universal.

QFE #1, Guided Pathways: Dr. Lofman reported that his team consisted of Mr. Moss, Brenda Jones (who has left the council), and him. They included a lot of the material in their evidence folder. Their QFE reads like an overview, and some pieces of evidence are in depth. They expect many modifications between now and our next internal deadline. Dr. Lofman stated that they feel pretty good about the progress thus far. Mr. Moss asked if anyone had questions for them. Dr. Wilkinson asked if any of the plans outlined in their draft are set to be updated next year (specifically, college redesign – does it have an ending date?). Ms. O'Donnell asked if the reader will be able to understand all the evidence since we are limited on the amount of narrative. Dr. Wilkinson reminded everyone that this particular QFE is about student completion, showing how well we have moved the numbers upward.

QFE #2, Student Transfer: Ms. Del Real shared that she and Ms. Barron wrote about how we have increased our student transfers to 4-year universities. Dr. Wilkinson advised that we should move the bar graph to the evidence folder.

QFE #3, Career Transfer: Dr. Rustad sent her report that she "met with Sharon and Belen to create a draft of QFE#3 that is based on the PowerPoint I included in the evidence folder. We went through it slide by slide and updated the statuses on each of the six action items. I also included career placement updates related to Goal 4 of the strategic plan and included references to the CalPass website where we obtained the career data." Dr. Wilkinson asked members for input on the format. Dr. Jalomo commented that he prefers the narrative format. Ms. O'Donnell suggested that we add that we met the deadline.

Recommendations – Library: Ms. Ainsworth reported that they listed all the ways they could provide services and access to students while we were working remotely. She has also included their services at all of our various sites now that we are back on campus. Dr. Wilkinson mentioned that Dr. Guy Hanna, Interim Dean of Languages, Learning Support & Resources, has provided data on the number of students

served by the library. Dr. Wilkinson and Mr. Beymer praised Ms. Ainsworth and Ms. Stephens on their huge efforts to adapt and provide services to our students, especially with the complications due to COVID-19.

Recommendation – Technology Plan: Ms. Stephens reported that she is scheduled to meet with the new VPIT, Dr. Chelsy Pham. Dr. Crow added that he reviewed the technology plan with Dr. Pham, and she doesn't intend to change anything. There are some comments that he presented to Dr. Pham to consider and include in the plan. Dr. Wilkinson and Mr. Beymer will touch base with Dr. Pham regarding our timeline.

Institution-Set Standards: Mr. Beymer reported that once they receive the up-to-date document, he will include the narrative in our draft. Dr. Lofman advised that the results are usually updated every spring.

Student Learning Outcomes: Dr. Wilkinson reminded everyone that this was a commendation from our ISER, and she thanked Ms. O'Donnell and Dr. Hanna for their efforts in writing the narrative. Ms. O'Donnell shared that she will continue to look for more examples of data based on student learning assessment. She will include specific information on how we have improved equity.

## 2. ACCJC Update

David Beymer

Mr. Beymer shared that the ACCJC now has an interim president, Cindy Miles. Dr. Wilkinson added that ACCJC has announced a search for a new president. She also reported that they moved the ACCJC office from Novato to Sacramento.

ACCJC reading teams are now reviewing the proposed new standards; new standards will go through two readings. The new standards will apply to Hartnell's comprehensive site visit. Mr. Beymer stated that the language in the new standards will be much simpler for everyone to understand.

## ANNOUNCEMENTS

1. [ACCJC Educational Series](#) to learn more about a variety of topics related to accreditation. Dr. Wilkinson encouraged everyone to view these webinars.

## ITEMS TO BE CONSIDERED FOR FUTURE AGENDAS:

1. None

## NEXT MEETING(S)

- April 18, 2022
- May 16, 2022

## MOTION TO ADJOURN

Meeting adjourned at 4:30 pm.

MOTIONED (O'Donnell) Seconded (Moss), unanimously approved.

Cathryn Wilkinson