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.

Accreditation Council
Minutes
April 17, 2023, 3-5p.m.
Via Zoom

Approved 05/15/23

MEMBERS

<table>
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<tr>
<th>Name</th>
<th>Representing</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>1. Dr. Cathryn Wilkinson, Co-Chair</td>
<td>Administration</td>
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<td>2. David Beymer, Co-Chair</td>
<td>Full-Time Faculty</td>
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<td>3. Dr. Jason Hough</td>
<td>Academic Senate/Full-Time Faculty</td>
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<td>4. Dr. Brian Lofman (I)</td>
<td>Administration</td>
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<td>5. Dr. Romero Jalomo (II)</td>
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<td>6. Graciano Mendoza (III)</td>
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<td>7. Michael Gutierrez (IV)</td>
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<td>8. Alicia Gregory</td>
<td>Manager, Supervisor, or Confidential</td>
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<td>9. Shawn Pullum</td>
<td>CSEA</td>
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<td>10. Dr. Layheng Ting</td>
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<td>Vacant</td>
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<td>11. Chris Moss (QFE #1)</td>
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<td>12. Mercedes Del Real (QFE #2)</td>
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<td>13. Dr. Emily Rustad (QFE #3)</td>
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<td>14. Cynthia Ainsworth (Rec #1 Library)</td>
<td>Full-Time Faculty</td>
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<td>15. Deborah Stephens (Rec #2 - Technology)</td>
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<td>Vacant</td>
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<td>16. Bryan Cabello</td>
<td>Associated Students</td>
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<td>17. Jennifer Santiago</td>
<td>Associated Students</td>
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Others

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<tr>
<th>Name</th>
<th>Title or Representing</th>
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<tr>
<td>Dr. Gayle Pitman</td>
<td>Administration</td>
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CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 3:02 pm.

Mr. Beymer introduced Dr. Pitman, who is the new Associate VP of Institutional Equity, Effectiveness, and Success. She shared that she is getting a sense of how things work at Hartnell, and people have been extremely helpful. Dr. Pitman was at Sacramento City College for 22 years, first as a faculty member in psychology and women & gender studies, and then as the dean of planning, research and institutional effectiveness. She was also the ALO, and went through the ISER to reaffirm their accreditation. Dr. Pitman will be the ALO for Hartnell College soon. Members also introduced themselves to Dr. Pitman.
ACTION ITEMS

1. Consider Approval of Minutes of February 27, 2023
   MOTIONED (Lofman), Seconded (Ainsworth), unanimously approved.

2. Recommend to prepare and submit Substantive Change to
   ACCJC for approval to offer a Bachelor’s Degree in Respiratory Care
   MOTIONED – no action taken.
   Mr. Beymer explained that we need to submit substantive change reports for items such as a different
   campus, new degree, etc. Dr. Wilkinson shared that Dean Debra Kaczmar would like to submit a
   Substantive Change to the ACCJC for approval this summer. The moving parts include approval from the
   Bay Area Community College Consortium (BACCC), as well as ACCJC. We also need to obtain
   intersegmental approval from the Chancellor’s Office. Lastly, our local Curriculum Committee needs to
   approve the curriculum – it is in their queue for review and consideration to approve. Dr. Pitman added
   that according to ACCJC’s timeline, the soonest they would look at this would be July 2023 – meetings are
   monthly, but they do take a break during the summer.

   No motion was made; members were hesitant to make a motion with no draft to review. Co-chairs will
   bring a draft forward to our members in May. Dr. Wilkinson advised that there are several checks and
   balances to receive approval. Ms. Stephens inquired if the library will get additional funding for bachelor-
   level resources. Dr. Wilkinson advised that Ms. Stephens question needs to be raised at the Curriculum
   Committee.

   Dr. Pitman inquired about the rationale for this Bachelor’s Degree. Dr. Wilkinson explained that the
   proposal was brought forward to a Program Evaluation Committee; this group reviewed the report and
   approved to move the proposal forward. The respiratory care program has a great need for respiratory
   professionals. Dr. Pitman stated that she agreed with Ms. Ainsworth’s concern about “putting the cart
   before the horse,” and added that it would be helpful to know where this item is in the Curriculum
   Committee queue. Co-chairs will check in with Dr. Kelly Locke, Curriculum Committee Chair.

   VP Mendoza inquired about the resources allocated to this degree. Dr. Wilkinson thanked him for the
   reminder and she will circle back with the information.

INFORMATION/DISCUSSION/PRESENTATIONS

   Cathryn Wilkinson
   Dr. Wilkinson shared that these reports are required every year by ACCJC. It’s a snapshot of our overall
   status and financial status. She thanked the research office for pulling the data for the annual report,
   and VP Mendoza’s office for their work on the fiscal report. Annual reports can be found on our
   Accreditation webpage.

2. Draft selection of writers for ISER to replace midterm writers - Tri-leads
   David Beymer
   I. Institutional Mission and Effectiveness
   II. Student Success
   III. Infrastructure and Resources
   IV. Governance and Decision-Making
   Draft 2024 Standards presented to the Commission in January for first read available at:

   Mr. Beymer shared that new sections would be written by either Dr. Pitman’s area or Dr. Lofman’s area.
   Mr. Beymer has been working on faculty leads – one has responded thus far.
Dr. Lofman requested clarification on the membership of the Accreditation Council under the new governance structure. Mr. Beymer stated that this council will be a sub-council of the HCC, but the members will not necessarily be HCC members.

3. ISER training happens 2 to 2.5 years in advance of ISER due date. Cathryn Wilkinson/David Beymer
   ISER is tentatively due August 1, 2025
   Our ACCJC liaison, Dr. Catherine Webb, has indicated that she is available to train our tri-leads once we identify the writers. If our due date stays at August 2025, we would aim for training in August 2023.

ANNOUNCEMENTS
1. ACCJC Educational Series to learn more about a variety of topics related to accreditation. Dr. Wilkinson encouraged everyone to view these webinars. Mr. Beymer added that it would be helpful for folks to attend the seminar next May
2. Listening Session for Draft 2024 Standards Tuesday, April 18, 1 - 2 p.m. and 5 - 6 p.m. Comment form and registration is at: https://accjc.org/announcement/accjc-standards-review-update-and-next-stepsjanuary-2023/
3. Hartnell’s initial training for the Institutional Self-Evaluation Report (ISER) will be rescheduled for Fall 2023

ITEMS TO BE CONSIDERED FOR FUTURE AGENDAS:
1. None

NEXT MEETING(S)
● May 15, 2023

MOTION TO ADJOURN
Meeting adjourned at 4:00 pm. David Beymer