HARTNELLCOLLEGE

College Planning Council
Minutes
November 6, 2019, 3-4:50 p.m.
E-112

MEMBERS

Name	Representing	Present	Absent
1. Patricia Hsieh	Administration	X	
2. Lisa Storm	Academic Senate		X
3. Richard Bennett	Administration	X	
4. Romero Jalomo	Administration	X	
5. Clint Cowden	Administration	X	
6. Lori Kildal	Administration	X	
7. Brian Lofman	Administration	X	
8. Jackie Cruz	Administration	X	
9. Mostafa Ghous	Administration	X	
10. Herbert Cortez	CSEA		X
11. Christine Svendsen	HCFA		X
12. Daniel Lopez	Faculty	X	
13. Emily Rustad	Faculty	X	
14. Mohammed Yahdi	Faculty		X
15. Carol Kimbrough	Faculty, Adjunct	X	
16. Samantha Saldaña	Associated Students	X	
17. Monserat Flores	Associated Students		X
18. Vacant	CSEA		
19. Vacant	CSEA		
20. Vacant	CSEA		
21. Vacant	L-39		
22. Vacant	Faculty		
23. Vacant	Faculty		

GUESTS

Ana Gonzales	Director of Academic Affairs, Office of Continuing Education

CALLED TO ORDER

The meeting called to order at 3:07 p.m.

ACTION ITEMS

1. Approve Agenda
    MSC: Lofman/Saldana to approve the agenda.

2. Minutes: October 16, 219 meeting   Lisa Storm

   MSC: Kildal/Cowden to approve the minutes with corrections.

3. Consider Approval of New Agenda   Carol Kimbrough/ Patricia Hsieh
   Template for Governance Councils

   MSC: Lopez/Cruz to move to approve the plan to talk to other councils in order to disseminate the new changes to agenda construction.

   Daniel Lopez will provide language to send to faculty and staff on the changes to agenda template. Each member of CPC agreed to outreach one of the councils to answer any questions and gather feedback from the councils and bring it back to CPC. The deadline for all feedback is due back to CPC by the first meeting in spring 2020, which is February 5, 2020. If constituency groups provide no feedback by February 5, 2020, CPC will move forward without extending the deadline.

DISCUSSION ITEMS

4. Review Goals and Objectives of the College Planning Council   CPC
   Discussion occurred regarding the review of goals and objectives of the College Planning Council. As the college progresses through the year, the focus has changed, we now look more at the inclusion of strategic planning and focus on items that impact the college on a college-wide level.
   Dr. Hsieh recommended that we hold off on further discussion until the PRT team provides us with their input and menu of options. It was agreed that this item be brought back after the November 15th meeting with the PRT.

INFORMATION ITEMS

5. Draft Integrated Master Planning Framework for College Decision-Making   Brian Lofman

   Brian introduced the framework by stating that the purposes are to provide an explicit approach to formalize decision-making at the College; to ensure that decision-making focuses on the institutional goals of student success in line with the strategic plan, reducing and eventually eliminating success gaps across equity groups, and maximizing student enrollment; and to optimally utilize resources in achieving institutional goals. He noted that while Hartnell has been making great progress in improving the absolute numbers of students who succeed, much more work is required to ensure that large proportions of our students succeed. With this in mind, Brian focused on the importance of Hartnell becoming a "high performance organization" (HPO) that can much more effectively and nimbly meet student needs. Many initiatives are underway to jumpstart this process, including employee engagement, the leadership institute, college redesign, review of governance, and this framework for decision-making. The core of the framework includes both effectiveness and efficiency principles, each of which involve particularly relevant institutional goals, college programs and services, internal resources, and/or external partners. Effectiveness refers to determining the best overall combination of college programs and services, use of internal resources, and participation of external partners for achieving institutional goals, whereas efficiency refers to how the College may optimize use of its resources. Parameters that guide or constrain decision-making

are included in the appendices, that speak to institutional guidelines, institutional requirements, and external directives.

Dr. Hsieh gathered input from CPC members regarding the timeline for soliciting feedback from various constituency groups. It was determined that the process for gaining feedback would be completed no later than February 2020 for discussion at a CPC meeting during that month.

6. Summary of Initial Visit Template for PRT   Brian Lofman

Brian stated that he was asked by the PRT Lead, Dr. Gregory Anderson, to complete the first column of the Summary of Initial Visit (SIV) template for the PRT. Brian included relevant information from the initial letter of inquiry and the detailed treatment that had previously been forwarded to the IEPI. For the focus area on employee engagement, there were six sub-areas. For the focus area on governance, there were three sub-areas. The PRT's role is to complete the SIV and Menu of Options (MOO), which will both be presented at the Open Forum scheduled for Friday, November 15 at 9:15 a.m. The PRT will also provide information concerning the PRT process. The Innovation & Effectiveness Plan (I&EP) Group will meet with the PRT later on November 15 to begin work on the I&EP. The PRT's completed SIV and MOO will be included in the agenda for the November 20 CPC meeting.

7. Continuing Ed Presentation   Ana Gonzales
Ana Gonzales gave a presentation to the CPC on Continuing Education. The Office of Continuing Education focuses on Noncredit Programming/English Language Learners and, Current and Formerly Incarcerated students. Ana shared data that shows the growth that these two programs have had, she also shared the challenges and opportunities for both groups.

The Office of Continuing Education continues to have outreach in our community, faculty is needed and she encouraged anyone who may be interested to contact her office.

ADJOURNMENT

Meeting adjourned at p.m. MSC: Lopez/Rustad

NEXT MEETINGS
November 20, 2019
December 4, 2019