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

MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>1. Patricia Hsieh</td>
<td>Administration</td>
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<td>2. Lisa Storm</td>
<td>Academic Senate</td>
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<td>3. Richard Bennett</td>
<td>Administration</td>
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<td>4. Romero Jalomo</td>
<td>Administration</td>
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<td>5. Clint Cowden</td>
<td>Administration</td>
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<td>6. Lori Kildal</td>
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<td>7. Brian Lofman</td>
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<td>8. Jackie Cruz</td>
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<td>9. Mostafa Ghous</td>
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<td>10. Herbert Cortez</td>
<td>CSEA</td>
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<td>11. Christine Svendsen</td>
<td>HCFA</td>
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<td>12. Daniel Lopez</td>
<td>Faculty</td>
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<td>13. Emily Rustad</td>
<td>Faculty</td>
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<td>14. Mohammed Yahdi</td>
<td>Faculty</td>
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<td>15. Carol Kimbrough</td>
<td>Faculty, Adjunct</td>
<td>X</td>
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<td>16. Samantha Saldaña</td>
<td>Associated Students</td>
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<td>17. Monserat Flores</td>
<td>Associated Students</td>
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<td>18. Vacant</td>
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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
   MSC: Kildal/Cowden to approve the minutes with corrections.

3. Consider Approval of New Agenda
   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
   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 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
   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