



HARTNELL COLLEGE

College Planning Council

Minutes

February 3, 2020, 3-5:00 p.m.

E-112/Via Zoom

MEMBERS

Name	Representing	Present	Absent
1. Raul Rodríguez	Administration	X	
2. Cheryl O'Donnell	Academic Senate	X	
3. Steven Crow	Administration		X
4. Romero Jalomo	Administration	X	
5. Clint Cowden	Administration	X	
6. Cathryn Wilkinson	Administration	X	
7. Brian Lofman	Administration	X	
8. Jackie Cruz	Administration		X
9. Mostafa Ghous	Administration	X	
10. Delia Edeza	CSEA President		X
11. Fanny Salgado	CSEA		X
12. Belen Gonzalez	CSEA		X
13. Guy Hanna	CSEA (Alternate)	X	
14. Christine Svendsen	HCFA President	X	
15. Daniel Lopez	Faculty	X	
16. Chris Moss	Faculty	X	
17. Miguel-Angel Manrique	Faculty	X	
18. David Beymer	Faculty	X	
19. Nancy Schur-Beymer	Faculty		X
20. Carol Kimbrough	PT Faculty	X	
21. Christopher Verdin	Associated Students		X
22. Dulce Mendez	Associated Students	X	
23. Vacant	L-39		

GUESTS

CALLED TO ORDER

The meeting called to order at 3:04 p.m.

- 1. Approve February 3, 2020 Agenda** **Raul Rodriguez/Cheryl O'Donnell**
MSC: D. Beymer/C. Kimbrough approved agenda as presented.
- 2. Approve December 2, 2020 Minutes** **Raul Rodriguez/Cheryl O'Donnell**
MSC: Moss/Beymer approving minutes as presented.
Abstention: Carol Kimbrough, Christine Svendsen, Miguel-Angel Manrique, Romero Jalomo
- 3. AP 3050** **Raul Rodriguez**
Dr. Rodriguez presented the correct version of AP 3050. AP 3050 had its first reading at the Governing Board meeting and minor adjustments were suggested.
- 4. BP/APs affected by Title IX changes** **Raul Rodriguez**
Dr. Rodriguez presented revised BP/APs that were affected by Title IX changes. The league subscription service that we have offers us updated language when laws change. Because they are Title IV changes we can't make any wordsmith changes to them. The BP/APs are coming to CPC because the process changed. The Board has adopted and these are now posted.
- 5. Governance Councils Effectiveness Survey** **Cheryl O'Donnell**
Cheryl gave a brief history and update on the effectiveness survey for governance councils. Every second year in spring, a survey on the effectiveness of the councils is done. The survey is presented, sent and managed by the president's office through survey monkey. At the next meeting, the template will be presented and reviewed so that the questions are still relevant. The goal is to get the surveys out in March so completion and review can be done prior to the end of the semester. The template will be sent out at the end of the meeting for CPC members to review prior to its next meeting.
- 6. Zoom Etiquette: Flex Day** **Raul Rodriguez**
Cheryl talked about presentations, meetings, and the civility of behavior and proper protocol. Although we wouldn't want to censor or stifle people's opinion we want to promote doing it in a kind way. Dr. Lofman and Dr. Hough are working on a communication that will prompt folks to think about these issues. It's up to each one of us to govern our own behavior, if we see or hear something inappropriate it is up to us to speak up and say it's inappropriate.

The chat feature was mentioned; many don't want to remove the chat feature as it is nice to have. For example, senate keeps the chat open during its meetings, if comments start to come in that are inappropriate they are immediately brought back and kept on track so that the conversation doesn't get derailed.
- 7. Guided Pathways Scale of Adoption** **HettyYelland/Brian Lofman**
Hetty gave an update on the guided pathways scale of adoption document. The document is not a report card it is just showing the areas we are focusing on as a college. As we are in the fourth year of implementation, the funding has decreased, our funding will be different this year, it is not clear on how much the exact amount will be.

The council members were encouraged to read through the document and be prepared to take a vote at the next meeting. If there are any questions, please email Hetty Yelland.

8. PPA 2021-2022 Timeline

Brian Lofman

Dr. Lofman introduced the PPA timeline for 2021-2022, the document contains minor adjustment for next year. One of them being the dates for the next year PPA process and timeline have changed. Dave Beymer added that the goal was to shorten the time when asking for allocation and then getting the funding. Although not everyone gets the money they ask for it does give a better picture on when things are due and who the responsible person is.

The timeline will come back at the next meeting for vote.

9. Zoom Fatigue

Cheryl O'Donnell/Guy Hanna

Guy presented the council with reading material on zoom fatigue, containing articles, and links for easier reading. As we enter a long period of remote work we want to be sure we administer proper self-care. It can be exhausting being in video conferencing.

Cheryl discussed the amount of meetings and the shift in the nature of the way they are run. She presented the idea of having one meeting per month for CPC until we can go back to a more normal work environment. The way we are teaching now, everything that is happening is on screen, grading, zooming with students, preparing weekly modules, etc. whether it independently or interacting with students, or colleagues. She asked if it's something we consider beneficial or if we want to do a case by case basis.

Dave agreed on doing a case by case basis and perhaps doing an email vote if necessary instead of holding a meeting, thinking this would be more productive.

Dr. Rodriguez clarified this is temporary, while we are on zoom, it is not a permanent change to our governance structure.

Clint suggested perhaps sending informational items for them to review and prepare for the next meeting.

Chris clarified the option is not limiting screen time but Zoom time, this is just a discussion item.

Daniel supported the idea and thought it would be beneficial. He added that if CPC decides to go forward it would then extend to all other governance councils.

Item will be brought forward to the next agenda and see if this is something we want to move forward with and change the handbook or continue as we are conducting business now.

ADJOURNMENT

Meeting adjourned at 4:14 p.m.

MSC: Svendsen/Wilkinson

Dave B. asked for an update for fall semester.

Dr. Rodriguez shared that the plan is to come back for in person teaching in the fall; however, that could change depending on the vaccine and the control of COVID. There is still some time, we will know more in the next month.

Our timeline is driven by our registration; we will need to have it available by the time fall registration comes around.

NEXT MEETINGS

February 17, 2021

March 3, 2021

March 17, 2021

April 7, 2021

April 21, 2021

May 5, 2021

May 19, 2021