



HARTNELL COLLEGE

College Planning Council

Minutes

September 16, 2020, 3-5:00 p.m.

E-112/Via Zoom

NO QUORUM

MEMBERS

Name	Representing	Present	Absent
1. Raul Rodríguez	Administration	X	
2. Cheryl O'Donnell	Academic Senate	X	
3. Linda Wilczewski	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. Herbert Cortez	CSEA President		X
11. Delia Edeza	CSEA		X
12. Fanny Salgado	CSEA		X
13. Belen Gonzalez	CSEA		X
14. Guy Hanna	CSEA (Alternate)	X	
15. Christine Svendsen	HCFA President	X	
16. Daniel Lopez	Faculty	X	
17. Chris Moss	Faculty	X	
18. Miguel-Angel Manrique	Faculty	X	
19. David Beymer	Faculty	X	
20. Nancy Schur-Beymer	Faculty		X
21. Carol Kimbrough	PT Faculty	X	
22. Christopher Verdin	Associated Students	X	
23. Vacant	Associated Students		
24. Vacant	L-39		

GUESTS

CALLED TO ORDER

The meeting called to order at 3:06 p.m.

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| <p>1. Approve September 16, 2020 Agenda
 <u>Item was not voted on due to lack of quorum.</u></p> <p>2. Approve September 2, 2020 Minutes (Action)
 <u>Item was not voted on due to lack of quorum.</u></p> <p>3. AP 4021 (Action)
 <u>Item was not voted on due to lack of quorum.</u></p> <p>4. COVID-19 Return to Work Plan(Discussion)</p> | <p>Raul Rodriguez/Cheryl O'Donnell</p> <p>Raul Rodriguez/Cheryl O'Donnell</p> <p>Raul Rodriguez/Cheryl O'Donnell</p> <p>Raul Rodriguez/Cheryl O'Donnell</p> |
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Official decision has not been made, but it seems clear that we will be online in spring as well. More likely to move toward online next week official announcement. Too many restrictions happening right now. This is the unofficial declaration. Wish it was different but this is the way the state is going.

The plan is not complete, it's a rough draft. We have the bulk done, but more detail needs to be added. Make it look better, we have the basics. We have to do more training, number of areas with a lot more to do. We want to move forward and we are working on it, want to have the plan done in the fall. Continue pushing, we have stocked piled a lot of PPE. We put in plexi glass barriers where staff would interact with students/public and continuing to do things like that to get us ready to get back when we can.

Dr. Rodriguez experience in writing back to work plan. No one has experience but we do have emergency training as an administrator, there are good examples out there of ones that give guideline. Daniel Scott is our director of security, and coordinating our effort. We have identified the major areas, and don't heavy lifting. There are still more things we could do to

5. College Redesign (Discussion)	Raul Rodriguez/Cheryl O'Donnell
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Chris Moss gave an update on College Redesign, as part of the STEM Meta-Major lead faculty duties he provided material and direction in the following areas.

- Creation of a dedicated STEM folder allowing access to documents by all STEM faculty. Both full and part-time.
- Creation of usable templates to instantiate the PDF based course mappings within an editable format.
- A transfer of data from the PDF fillable form completed during the Convocation Meta-Major Activity to google sheets. This enables the group edit capability. This was lacking with the PDF based documents.
- Creation of a GE focused course summary sheet. GE detail will be developed at the Meta-Major meeting scheduled for 9/25. Issues with pacing and load have been identified.
- Outreach to all STEM programs to schedule appropriate meetings with department principals and both Meta-Major Faculty and Counseling leads

Next steps include addressing STEM GE requirements, and partnering with program faculty as needed. Challenges include breadth and depth of the STEM area, meaningful program faculty involvement.

6. Zoom Etiquette (Discussion)

Raul Rodriguez/Cheryl O'Donnell

Due to meetings being held through Zoom, Dr. Rodriguez and Cheryl asked the council what it thought about implementing guidelines for holding virtual meetings. Discussion occurred and it was agreed to come up with basic guidelines starting with CPC and carrying over to all Governance Councils for implementation.

7. Budget Limitation Workbook (Discussion)

Linda Wilczewski

Dr. Rodriguez suggested this item be moved to a future date once we have Al Muñoz available to discuss the item in detail.

8. Chat Feature at Board Meetings

Raul Rodriguez/Cheryl O'Donnell

Discussion occurred regarding the unavailability of the chat feature during board meetings. Dr. Rodriguez stated the chat feature was disabled due to inappropriate comments towards board members, etc. Legal was contacted and disabling the chat feature does not violate Brown Act or accessibility issues. Dr. Rodriguez mentioned our agenda's state if accommodations are necessary to contact the Office of the President and services will be available once requested.

ADJOURNMENT

Meeting adjourned at 5:01 p.m.

NEXT MEETINGS

October 7, 2020
October 21, 2020
November 4, 2020
November 18, 2020
December 2, 2020