



HARTNELL COLLEGE

## EQUITY ASSURANCE COUNCIL

November 21, 2025, 9 a.m.

E-112 and Zoom Access

### Minutes

MEMBERS	Constituent Group	Present	Absent
1. Gayle Pitman, Co-Lead	Administration	X	
2. Bryce Craft	Administration	X	
3. Jason Garrett	Administration	X	
4. Gabriela Lopez	Administration	X	
5. Layheng Ting	Administration	X	
6. David Jones, Co-Lead	Classified (L-39)		X
7. Maria De Leon	Classified (CSEA)		X
8. Jackie Flores,	Classified (Confidential)		X
9. Shastina Sanchez	Classified (CSEA)		X
10. Julia Silveira	Classified (CSEA)	X	
11. Maria Carmen Marquez, Co-Lead	H.C.F.A.	X	
12. Janet Flores	H.C.F.A.	X	
13. Peggy Munoz-Meador, Co-Lead	H.C.F.A.	X	
14. Seaneen Sullinger	H.C.F.A.		X
15. Corina Vasaure	H.C.F.A.	X	
16. Luzelena Atrisco	A.S.H.C.	X	
17. Rosario Chavez	A.S.H.C.		X
18. Lizbet Merino Juarez	A.S.H.C.	X	
19. Abrianna Ruano	A.S.H.C.	X	

Guest: Mario Flores

#### 1. Call Meeting to Order

Meeting called to order at 9:03am.

#### 2. Consider Approval of Agenda

Dr. Pitman recommended moving the SEP Plan and President's Task Force Report agenda items after the approval of the minutes to allow Dr. Lopez time to present before she had to leave. Dr. Lopez motioned to approve the agenda with the change to the SEP Plan and President's Task Force Report 2<sup>nd</sup> reading and vote after the approval of the minutes. Dr. Garrett seconded the motion. The motion carried with no opposition.

#### 3. Consider Approval of October 17, 2025 minutes

Ms. Munoz-Meador motioned to approve the minutes. Ms. Ruano seconded the motion. The motion carried with no opposition.

**4. Consider Changing December Meeting Date to January 30, 2026**

Ms. Munoz-Meador motioned to approve the December 19, 2025 meeting date move to January 30, 2026. Dr. Lopez seconded the motion. The motion carried with no opposition.

**5. Basic Needs Presentation**

Mr. Flores reviewed his PowerPoint presentation, which is posted on the council's webpage. Regarding the survey results for 2023 versus 2025, it was noted that there could be overlap in the student population that responded – they could be Salinas Valley Promise (SVP) students and students who are solely recipients of assistance from the Basic Needs Office. Mr. Flores shared that they will need to shift their focus to adult learners, who are often student parents or a single parent, as this population of students is increasing. Regarding the outcomes chart with retention, success, persistence, and completion per semester (slide #11): Percentages in black indicate students who receive emergency aid from the Basic Needs Office; lower percentages in white indicate students who don't utilize the assistance from Basic Needs. Mr. Flores shared that they expect the numbers to increase because they are expanding their services to the satellite campuses. Ms. Ruano inquired which satellite campus will be the first and offered assistance from ASHC. Mr. Flores shared that they are hiring two assistants who will be overseeing the South County (Soledad and King City) and North County (Alisal and Castroville) sites – services will start in Spring 2026. He will reach out to Dan Burfeind, Director of Student Affairs (Student Life), to coordinate efforts with ASHC.

Ms. Munoz-Meador inquired how students find out about Basic Needs - she had students who are in need. Mr. Flores shared that they have an orientation at the beginning of the semester, and faculty will reach out to the Basic Needs Office throughout the semester. Faculty also bring their classes to the Soul Center. Dr. Lopez also inquired about the technology support they provide. Mr. Flores stated that they provide loaner hotspots (40 in their inventory); once approved, students obtain from the library. He also shared that they have two categories of laptops given to students to keep: 1) Full-time students are eligible for brand new laptops (60 are available), and 2) Part-time students are provided with refurbished laptops through our collaboration with Loaves, Fishes, and Computers. USBs are also available for students. Cameras are also provided for students at Soledad Education Center for their photography classes. Ms. Marquez inquired how faculty can further assist - can they donate? Mr. Flores shared that they do have an account with Hartnell Foundation.

Mr. Flores shared that to increase awareness, they are working on the final phase of the "common app" for all programs at Hartnell (e.g., Umoja, SVP, etc.). Currently, students have to apply to each program, and they may not be aware of the services of the other programs. The common application puts the responsibility on Hartnell's programs to identify opportunities for students, rather than leaving the burden on our students to know they should apply to individual programs. The plan is to make this application available for students in December 2025. Ms. Janet Flores suggested that Mr. Flores share this information at the Spring Refresh in January 2026. Dr. Garrett also offered to collaborate with Mr. Flores to reach out to students via MailChimp.

Ms. Ruano inquired how ASHC can help advertise about Basic Needs - can they post on their social media or any other methods? Mr. Flores advised that the best method that has worked

is word of mouth - either walk a student to their office or tell them about the Basic Needs Office. He added that they also collaborate with the student clubs, especially the Psychology Club.

**6. Student Equity Plan (SEP) – 2<sup>nd</sup> reading & vote**

Dr. Lopez shared they are scheduled to present SEP to the Student Success and Equity Committee (SSEC) and Hartnell College Council (HCC) this month, then it moves forward to the Board of Trustees meeting on December 19, 2025. Financial information was pending and now has been added. Dr. Pitman added that this is the most Hartnell employees have been involved in the creation of the plan.

Dr. Garrett motioned to approve the Student Equity Plan. Ms. Atrisco seconded the motion. The motion carried with no opposition.

**7. President's Task Force draft final report – 2<sup>nd</sup> reading & vote**

Dr. Lopez shared the report has been finalized and it will move forward to HCC for consideration and approval, then it will be posted on Hartnell's website. Dr. Pitman added that this council took oversight for many of the recommendations; she gave kudos to Dr. Lopez and the SSEC, who originally worked with the task force.

Ms. Ruano motioned to approve the President's Task Force report. Ms. Munoz-Meador seconded the motion. The motion carried with no opposition.

**8. BP 2360, Permanent or Semi-Permanent Works of Art**

Dr. Pitman explained that the council had several discussions regarding public works of art at the college. BP 2360 has made it challenging to display works of art around campus. HCC is working on removing board policies that are no longer applicable, and those BPs will go to the Board of Trustees for consideration and approval. She shared that several colleges have works of art around their campuses and no policy in place (e.g., Cabrillo College). Dr. Pitman's research found Saddleback College and Sacramento City College are two examples of colleges that do have administrative procedures in place, whereby an internal group meets and makes decisions about art that are displayed outside. She will share those processes with this council.

Dr. Pitman reviewed the artwork found at Cabrillo College and Monterey Peninsula College (MPC) - see PowerPoint posted on the council's webpage. Ms. Munoz-Meador shared that at MPC, they have banners that identify what disciplines are taught at various buildings. Ms. Janet Flores suggested we could have artwork depicting the disciplines that are taught at the various buildings. As an example, building O is clearly for health sciences classes and building S is clearly for STEM classes but building D and E hold a combination of classes. Dr. Garrett shared that art is a way for people to connect with a space. As an example, Ms. Silveira shared that the Business Office held a retreat and they did a painting activity, which they have displayed in their office. Ms. Ruano stated that displaying the art is a good way to highlight the work done by our art students and possibly lead to internship opportunities. She used as an example the STEM student showcases displayed in building S. Dr. Pitman

suggested inviting Marianne Fontes, Marshall Sharpe, and someone from facilities to share our thoughts about how we can display art.

**ACTION**

We will invite Dean Fontes, Professor Sharpe, and Jon Garner to our next meeting.

**9. SSEC Update**

Ms. Marquez shared that today they had a big event scheduled with Congresswoman Zoe Lofgren as the speaker, but it was cancelled. However, the SSEC is planning more events for Spring 2026. Laura Zavala, Interim Director of HSI Initiatives, will bring a speaker to present a self-care workshop. Dr. Pitman shared that Ms. Zavala is working on a regional HSI symposium with other community colleges (Cabrillo, Gavilan, MPC). This symposium will spotlight how the HSI grant funding has helped our students, as well as how the loss of the funding will impact the students. She suggested that Ms. Munoz-Meador should connect Ms. Zavala with Congresswoman Lofgren, so she can be invited to be a part of the symposium.

**ACTION**

We will invite Ms. Zavala to our next meeting to share more information with us.

**10. Closing Comments/Adjournment**

Dr. Lopez shared that on December 4, from 5-7pm, they will be hosting a traditional Posada. They will start in K-125, and will end up in Building C. She hopes to see everyone there.

Ms. Ruano shared that ASHC is currently doing Lights of Love where anyone from the campus community can pick up a “light” with a child’s name from the Student Life Office. She encouraged everyone to stop by and pick up a light.

Ms. Marquez congratulated Ms. Ruano for being chosen to travel to Spain with the Boronda International travel group. Ms. Ruano shared that her passion for art is the reason she is supportive of this council’s efforts to bring art to our campus.

Ms. Silveira motioned to adjourn. Mr. Craft seconded the motion. The motion was approved with no opposition and the meeting adjourned at 10:38am.

**NEXT MEETING(S)**

January 30, 2026

February 20, 2026

March 20, 2026

April 17, 2026

May 15, 2026