



Hartnell College Council
April 10, 2026 / E-112, 1 p.m., with Zoom Access
Minutes

MEMBERS	Constituent Group	Present	Absent
1. Kelly Locke, Tri-chair	Academic Senate	X	
2. Shawn Pullum, Tri-Chair	Classified Professional	X	
3. Michael Gutierrez, Tri-Chair	Administration		X
4. Tony Anderson, Member	Academic Senate	X	
5. Gladys Cabrera Luis, Member	A.S.H.C.	X	
6. Delia Edeza, Member	Classified Professional	X	
7. Eric Grabiell, Member	Administration	X	
8. Sandra Guzman, Member	Administration	X	
9. Elena Hernandez, Member	A.S.H.C.	X	
10. Carol Kimbrough, Member	Academic Senate	X	
11. Adair McCall Ortega	Classified Professional		X
12. Daniel Ochoa, Member	A.S.H.C.		X
13. Gayle Pitman, Member	Administration	X	
14. Ariana Rodriguez, Member	Classified Professional	X	
15. Nancy Schur-Beymer, Member	H. C. F. A.	X	
16. Lucy Serrano, Member	Classified Professional	X	
17. Sheena Schira, Member	Academic Senate	X	
18. Kayla Valentine, Member	Administration		X

Guest: Jason Garrett, Interim Dean of Academic Affairs

CALL TO ORDER

Tri-Chair Kelly Locke called the meeting to order at 1:08 p.m.

MINUTES – February 27, 2026

Carol Kimbrough motioned to approve the February 27, 2026 meeting minutes.

Gayle Pitman seconded the motion. The motion carried.

BOARD POLICIES (BP) AND ADMINISTRATIVE PROCEDURES (AP)

AP 7270, Student Worker Hiring, Employment, and Promotion

The Council was scheduled to act on AP 7270, Student Worker Hiring, Employment, and Promotion. Rather, the decision, based on the discussion, was that revisions are needed, asked Jason Garrett to make the revisions, and to return to the May 8, 2026 HCC meeting.

Jason Garrett recalled that the President assigned a group to work on a student worker retention program. Part of the assignment included the development of an AP to help guide the college. Prior to reviewing the proposed AP, Jason shared an infographic on student workers that provided a glance at the total number of student workers, cumulative GPA, and units completed. He stated that the AP

would provide a sustainable, student-first framework to hire, train, and graduate student workers, as well support the growth and development of staff who supervise student workers.

The Council engaged in a lengthy discussion as Jason moved through the AP, focusing on a unit cap, training of student workers, and the establishment of an equitable salary schedule and job descriptions that are consistent. Revisions will be made and the AP will return to May meeting.

AP 4105, Distance and Correspondence Education – Discussion only

Kelly Locke summarized revisions to AP 4105, Distance and Correspondence Education. She shared that, rather than revising the existing AP, the decision was to tailor the AP template provided by the Community College League of California Statewide Policy and Procedure service. As Kelly moved the proposed revisions, a suggestion to add reference regarding the ACCJC course offering requirement (over 51%) was made. Gayle Pitman offered to provide language related to this suggestion. The Council will consider final approval at the May meeting.

ACCJC INSTITUTIONAL SELF-EVALUATION REPORT (ISER)

Lucy Serrano motioned to approve the ISER. Gayle Pitman seconded the motion. The motion carried.

Gayle Pitman summarized the work leading to the development of the ISER, noting that the report has been vetted and recently approved by the Academic Senate. She said that the report is smaller than previous years. This is by design due to the new ACCJC review process and revisions to standards. There are minor missing elements that will be incorporated (highlighted within the report). She also stated that the process was collaborative across constituent groups. The next step is Board of Trustees approval. The report is due by August 1st. A site visit is planned in Spring 2027. Prior to the visit, the College will be notified if additional evidence is needed prior to the visit.

GOVERNANCE STRUCTURE

Kelly said that the Council received a presentation on the current governance structure at its last meeting. The Council revisited challenges during the presentation and were offered options on how to move forward. Based on this discussion, the tri-chairs decided to form a work group to review the challenges and options, and come back with a proposal.

Proposed timeline

Develop and share proposal across groups: by the end of Fall 2026

Share and educate college about new structure: Spring 2026

Implement: Fall 2027.

Members identified: Gayle Pitman, Eric Grabiell, Kelly Locke, Nancy Schur Beymer
2 classified professionals- TBD

ADJOURNMENT

The meeting adjourned at 2:40 p.m.

NEXT MEETINGS

May 8, 2026