



HARTNELL COLLEGE

Hartnell College Council
September 12, 2025 / E-112, 1 p.m. and Zoom Access
Minutes

MEMBERS	Constituent Group	Present	Absent
1. Kelly Locke, Tri-chair	Academic Senate	X	
2. Shawn Pullum, Tri-Chair	Classified	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. Lisa Fischler, Member	Classified		X
7. Sandra Guzman, Member	Administration	X	
8. Elena Hernandez, Member	A.S.H.C.	X	
9. Carol Kimbrough, Member	Academic Senate		X
10. Adair McCall Ortega	Classified	X	
11. Rosalie Perea Lopez, Member	A.S.H.C.	X	
12. Gayle Pitman, Member	Administration	X	
13. Ariana Rodriguez, Member	Classified		X
14. Nancy Schur-Beymer, Member	H. C. F. A.	X	
15. Lucy Serrano, Member	Classified	X	
16. Sheena Schira, Member	Academic Senate		X
17. Guy Hanna, Member	Administration	X	
18. Kayla Valentine, Member	Administration	X	

CALL TO ORDER/ONE HARTNELL

Tri-Chair Kelly Locke called the meeting to order at 1:04 p.m. Introductions ensued.

REVIEW OF GOVERNANCE V. OPERATIONS

Tri-chair Kelly Locke provided an overview of a draft document designed to guide tri-chairs when developing agenda items for council meetings. She stated that governance involves giving input on the development and review of policies, processes, and practices. Managerial and operational functions, in contrast, involve the day-to-day implementation of those processes and practices. These day-to-day operations are conducted within each of the district's organizational units. Kelly pointed out that Board Policy/Administrative Procedure 2510, Participation in Local Decision-Making, outlines governance for constituent groups and cites the 10+1 for the Academic Senate as well as 9+1 for students. The document is circulating among groups, and once input is gathered, it will be finalized and incorporated into the Governance Handbook.

ONE HARTNELL

President Gutierrez updated the Council on Swim Digital work. He recalled that the work started three years ago to help with student onboarding by mapping the student journey from day one to completion. This year, we continue to develop processes and procedures and are moving into the

CARING CAMPUS COMMITMENTS: Ten-Foot Rule, Nametags, Cross-Department Awareness, Warm Referrals, Welcoming Students

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MISSION STATEMENT: We advance social and economic justice through the transformation of education.

VALUES STATEMENT: Our core values reflect our deeply ingrained beliefs that guide everything that we do. When we practice these values, we put students first. Education, Connection, ¡Si se puede! Cultural Wealth, Impact.

implementation stage. A kick-off of the implementation teams is scheduled next week with the Swim consultants.

MINUTES – May 9, 2025

Nancy Schur-Beymer motioned to approve the minutes of May 9, 2025. Kayla Valentine seconded the motion. The motion carried with no opposition, but with one abstention (S. Guzman).

CHANGE MEETING DATE DUE TO HOLIDAY

Gayle Pitman motioned to change the February meeting date to February 27, 2026 due to a College holiday. Nancy Schur Beymer seconded the motion. The motion carried with no opposition.

STUDENT SUCCESS COUNCIL CHARGE

The newly formed Student Success Council met earlier and established its charge. The Council reviewed the charge and agreed to revisit it at the end of the academic year to ensure relevancy. Lucy Serrano motioned to approve the charge for the Student Success Council. Sandra Guzman seconded the motion. The motion carried with no opposition.

Student Success Council - Working collaboratively with other councils and committees, supports policies, initiatives, and strategic planning that shape the student learning experience and post-graduation success. Prioritizes the development of structures and practices that foster the delivery of high-quality academic and learning support programs that contribute to student success and the quality of campus life.

ANNUAL GOALS FOR COUNCILS/SUB-COMMITTEES

The Council discussed annual goals for councils and discussed subcommittees. After a lengthy discussion, ideas surfaced that included a review and update of relevant policies and procedures using the policy and procedure rubric, annual progress reports from the Councils to the HCC, implement subcommittees not currently meeting, identify subcommittee membership structure [not people, but positions and constituent representatives], charge, and goals, and that subcommittees provide regular updates to its reporting council.

Other discussions ensued that centered on the human capital required to support councils and committees, and whether all councils and committees are necessary; a goal that the HCC will address this year. To start the discussion, Gayle Pitman and Guy Hanna agreed to develop a template to assess whether a council/committee should fall under the governance structure and to learn more about the intent of each council/subcommittee.

A joint tri-chair communication will forward to other tri-chairs about goals, charge, membership and assessment template for council

ADJOURNMENT

The meeting adjourned at 2:05 p.m.

NEXT MEETINGS

October 13, 2025

November 14, 2025

December 12, 2025

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