DRAFT

HARTNELL COLLEGE

Hartnell College Council
October 9, 2026 / E-112, 1 p.m., with Remote Access
Minutes

MEMBERS	Constituent Group	Present	Absent
1. Jennifer Moorhouse, 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. Luzelena Atrisco, Member	A.S.H.C.	X	
6. Jackie Cruz, Member	Administration	X	
7. Delia Edeza, Member	Classified Professional		X
8. Eric Grabiel, Member	Administration	X	
9. Sandra Guzman, Member	Administration	X	
10. Carol Kimbrough, Member	Academic Senate	X	
11. Rosslyn Knight, Member	Administration	X	
12. Griselda Martinez, Member	A.S.H.C.	X	
13. Stefany Perez-Cruz, Member	A.S.H.C.	X	
14. Ariana Rodriguez, Member	Classified Professional		X
15. Heather Rodriguez, Member	H. C. F. A.		X
16. Sheena Schira, Member	Academic Senate		X
17. Lucy Serrano, Member	Classified Professional	X	
18. Julia Silveira	Classified Professional		X
Guest: Kelly Locke			

CALL TO ORDER

Tri-chair Jennifer Moorhouse called the meeting to order at 1:08 p.m.; however, a quorum was not present. Jennifer noted that the Governance Handbook recommends that Councils begin their meetings by reading the Guided Pathways Pillars. Following discussion, the Council agreed that the tri-chairs would determine which statements to read, drawing from the College's adopted statements, including its mission, vision, values, and equity commitments. At 1:20 p.m., with the arrival of additional members, quorum was present.

MINUTES – September 11, 2026

Carol Kimbrough moved to approve the September 11, 2026 meeting minutes. Rosslyn Knight seconded, and the motion carried.

UPDATE ON REVIEW OF GOVERNANCE STRUCTURE and GOVERNANCE VS. OPERATIONAL

Kelly shared that, over the past year, the Council has discussed the number of individuals needed to serve on college councils and committees, noting that the current structure is not sustainable. Feedback from a governance structure survey reflected similar concerns. Last spring, former Vice President Gayle Pitman presented on the qualities of healthy and effective governance, highlighting challenges with the current structure and presenting options for the HCC to discuss and consider.

Following this discussion, the Council agreed to establish a workgroup to review the existing governance structure and develop recommendations for potential adjustments. Kelly Locke, Marianne Fontes, and Delia Edeza were identified to serve on the workgroup. The group will meet on Wednesday to begin its review and develop recommendations for a more sustainable governance structure.

Kelly reviewed *Governance vs. Operational*, a document developed last year by Gayle Pitman to help train and remind tri-chairs at the beginning of each academic year about developing agenda items. Kelly noted that councils may occasionally act on matters within the purview of the Academic Senate (10+1), potentially creating conflict, particularly when the Senate has already acted on the matter. President Gutierrez recommended that HCC formally adopt the document. Additionally, the document will help guide items that do not fall under governance. Following discussion, the group agreed to add a section addressing the classified group, consistent with AP 2510, *Participation in Local Decision Making*. Lucy will update the document accordingly. Other steps include reviewing the document with the Senate Steering Committee, SLT, and the classified professional group before returning to the Council for consideration and approval.

BP AND AP REVIEW

Last year, governance councils were charged with reviewing and updating Board Policies (BPs) and Administrative Procedures (APs), as well as establishing goals. The HCC tri-chairs will remind the councils of these responsibilities via email and invite them in early spring to provide updates on their progress with the BP/AP review and their established goals.

BANKMOBILE

President Gutierrez provided an update on the recent BankMobile data breach. BankMobile is the vendor responsible for disbursing financial aid to students. He reported that, as of today, the College received clearance to move forward. A brief discussion ensued.

ONE HARTNELL

VP Jackie Cruz provided an update on One Hartnell, transformational work led by VP Cruz in collaboration with VP Sandra Guzmán and VP Rosslyn Knight. She explained that One Hartnell is a unified operating model organized around five pillars, each supported by designated workgroups responsible for advancing the work. Workgroups are currently being formed, pending faculty appointments, and plans are underway to incorporate the student voice into the process. VP Cruz emphasized that this initiative is not new work, but rather a continuation of the Swim Digital work that began three years ago. The five pillars and their respective workgroups are below.

Pillar I – Institutional Core Operating Standards

- Yearlong Schedule and Registration Infrastructure
- Degree Audit Coordination
- Collegewide SOP System
- Unified Technology and Communication Infrastructure

Pillar II – Leadership Alignment and Performance Alignment

- Student Journey Dashboard
- Institutional Decision Protocols

Pillar III – Operational Integration and Student Lifecycle Coordination

- Community Awareness and Outreach
- Inquiry to Post-Grad Success Mapping
- Integrated Onboarding/FYE/Multi-Term/Schedule Reliability

- Completion and Credential Pathway

Pillar IV – Continuous Improvement and Equity Assurance

- Annual Continuous Improvement Cycle/Human Capital and Talent Development

Pillar V – Educational Centers, Adult Education, Workforce Pathways and Community Connection

- Educational Centers/Adult Education/Workforce Pathways

AP 3775 ARTIFICIAL INTELLIGENCE

Newly developed Administrative Procedure 3775, *Artificial Intelligence* was presented to the Council. The procedure was reviewed and approved by the Academic Senate, as well as governance councils Technology Learning Support and Student Success.

Lucy Serrano moved to approve AP 3775. Luzelena Atrisco seconded the motion. The motion carried. The recommendation will forward to the Superintendent/President for final consideration.

FUTURE AGENDA ITEMS

1. Board Policies/Administrative Procedures from the Student Success Council
2. One Hartnell Update
   - Shortened Academic Terms
   - EEO Report
3. Progress Reports from Councils (early spring)
4. Consideration of Adoption of Governance vs. Operational Document

ADJOURNMENT

The meeting adjourned at 2:02 p.m.

NEXT MEETING(S)

November 13, 2026
December 11, 2026