HARTNELLCOLLEGE

IRC Council
October 2, 2026, 9 am- 11 am, Room E112
Minutes

MEMBERS	Constituent Group	Present	Absent
1. Graciano Mendoza (Tri-Chair)	Administration	x	
2. Joseph Reyes	Administration	x	
3. Celeste DeWald	Administration	x	
4. David Techaira	Administration	x	
5. Marlene Hernandez	Staff		x
6. Daniel Oviedo	Staff	x	
7. Dina Uribe	Staff	x	
8. Dina Hayashi	Staff		x
9. David Beymer (Tri-Chair)	Faculty	x	
10. Steve Graham	Faculty		
11. vacant	Faculty		
12. vacant	Faculty		
13. Kaylie Perez-Rodriguez	Associate Student	x	
14. Alfonso Baltazar	Associate Student	x	
15. Darlene Kyeshia	Associate Student	x	
16. vacant	Associate Student		
Quorum 7/13			

Call Meeting to Order

Meeting called to order at 9:01 a.m., Oct 2, 2026

Approval of Agenda

Consider approval of the Oct 2, 2026, meeting agenda (Reyes, Techaira)

Approval of Minutes

Consider approval of the Sep 4, 2026, meeting minutes.
Motion to approve minutes for Sep 4, 2026. Motion carried (Reyes, Oviedo)

Space Request

- Future work group if additional MOOCs/facility-related items arise
- Proposed work group composition:
  - 1 faculty representative
  - 1 classified representative
  - 1 manager representative
- Review and walkthrough of facility processes
- On-site review and verification of facility needs and conditions

- Work group identified as the preferred approach for future evaluations

Foundation Update

Foundation updates added as a standing item due to Foundation permanent membership on the Council
Prior year recap deferred until completion and approval of annual audit
Foundation fundraising KPI:

- $5.5 million to $7 million fundraising goal from individuals, businesses, and corporations

Public grants KPI:

- $5 million grant funding goal

Focus on expanding faculty and staff participation in grant development and applications
Goal to build a grant-writing culture and increase campus-wide engagement
Potential collaboration with Business Office on grant education and involvement processes
Recent grant awards:

- Talent Search TRIO grant awarded approximately $300,000 over five years
- Recognition of Cesar and team for successful application

Project RISE (Readiness, Integration, Success, and Employment) grant awarded:

- Approximately $3 million over five years
- First-year funding of approximately $777,000

Project RISE key activities:

- Career pathway map alignment
- Academic term and scheduling support
- Course redesign
- First-Year Experience initiatives

Future grant funding contingent upon:

- Performance outcomes
- Achievement of grant objectives
- Continued funding availability

Grant funding may support accelerated-term implementation, curriculum development, and training
Discussion regarding ongoing monitoring of discretionary grant funding and staffing impacts
Future Foundation performance update planned following completion of audit
New Foundation staff member introduced:

- Joel Hernandez
- Grants Development and Workforce focus

New hire intended to expand grant development capacity and strengthen funding pipeline
Joel Hernandez noted for strong community connections and workforce-related experience
Transition to Fiscal Orientation agenda item

New Member Fiscal Orientation

- Fiscal orientation for new and returning members
- Annual review of budget and finance terminology
- Finance glossary document distributed
- Finance glossary as a living document
- Member suggestions for glossary additions via email
- Request for fund reference table within glossary

- General Fund and district fund overview reference
- Budget cycle overview

Budget Timeline

- September: Final Budget approval
- Budget presentation to committee and Board
- Budget adjustments throughout the fiscal year
- January: Governor's Proposed Budget
- January-May: State funding updates and budget revisions
- June: Tentative Budget approval
- July: New fiscal year budget implementation
- September: Final Budget refinement and approval

Reports

- Annual 311 Report
- State reporting requirement
- Board presentation in October/November timeframe

Fund 13: Parking and Lottery Funds

- Parking revenue consists primarily of parking ticket revenue.
- Revenues and expenditures related to parking activities are accounted for within Fund 13.
- Parking-related expenditures include:
    - Parking lot maintenance
    - Resurfacing
    - Painting and striping
    - Parking infrastructure upkeep
- Current parking fees do not fully cover annual parking maintenance costs.
- Lottery revenues are also housed in Fund 13.
- Lottery funds are restricted to instructional materials.
- Expenditures for instructional materials are tracked within the same fund.

Unrestricted Funds

- Fund 11 identified as the primary unrestricted operating fund.
- New Fund 14 established.
- Fund 14 designated for unallocated reserves and one-time funding.
- Goal:
    - Fund 11 = ongoing unrestricted operations
    - Fund 14 = one-time funds and reserves

Budget Allocation Discussion

- President's Budget: 2.4%

- Human Resources: 1.9%
- Advancement: 1.4%
- Institutional Research: 1.3%
- Budget distribution presented to demonstrate institutional priorities and funding allocation patterns.
- Discussion that organizational values are often reflected through budget allocations.

50 Percent Law Discussion

- Question raised regarding relationship between expenditure allocations and the 50 Percent Law.
- 50 Percent Law calculation based on instructional expenditures.
- Includes qualifying operating expenses related to instruction.
- Previous year compliance rate:
    - 50.01%
    - District exceeded minimum requirement by 0.01%.
- If district falls below the required percentage:
    - Deficiency must be corrected within two years.
    - Any remaining deficiency after the correction period may require repayment to the state.

Administrative Services Detail

- Additional breakdown provided for Administrative Services expenditures.
- Administrative Services Office: 1.22% of budget.
- Business Office: 4.3% of budget.
- Administrative Services allocations separated out to provide greater transparency regarding departmental spending.

Other Comments

Include a list of all funds on the Terminology Form

The meeting adjourned at 10:04 am

Next Meeting(s) December 4, 2026