

Accreditation 2026 Timeline		
Date	Task	Leads
<b>Spring/Summer 2024</b>		
May-August 2024	Identify/appoint writing team leads	Accreditation Committee co-chairs
May 2024	ISER training	Accreditation committee ACCJC liaison
<b>Fall 2024 – evidence collection</b>		
Late August/early Sept 2024	Team members assigned specific standards	Accreditation Committee co-chairs ACCJC liaison
September-November 2024	Writing teams begin evidence collection Evidence folders created in Google Drive	Writing team leads and members  ALO/AA
December 2024	Review recently submitted ISERs for quality and formatting	Accreditation Committee
<b>Spring 2025 – evidence collection and writing</b>		
January-April 2025	Evidence collection continues Initial drafts of each standard developed	Writing team leads and members
May 2025	Initial ISER draft completed	Writing team leads and members
May 2025	Faculty ISER editor identified	ALO
<b>Summer 2025 – editing</b>		
June-August 2025	Editing continues	Faculty ISER editor ALO
<b>Fall 2025 – editing and finalizing</b>		
August-October 2025	Drafts of each standard moving towards completion	Writing team leads Faculty ISER editor ALO
November/December 2025	Final draft of ISER completed	Faculty ISER editor ALO
<b>Spring 2026 – feedback and approvals</b>		
January-February 2026	President's Office communicates to the college that the ISER is ready for review and approvals	President's Office ALO

March 2026	Review of draft by Cabinet Review and approval by Accreditation Committee	Accreditation Committee co- chairs
March/April 2026	Review and approval by Academic Senate (1 <sup>st</sup> and 2 <sup>nd</sup> reading), CSEA, and SLT	Accreditation Committee co- chairs
April/May 2026	Final approval by HCC (1 <sup>st</sup> and 2 <sup>nd</sup> reading)	Accreditation Committee co- chairs
June 2026	Board of Trustees approval	ALO
<b>Summer 2026</b>		
June/July 2026	Final accessibility check (make sure links work, evidence is accurate, etc.)	ALO
July 2026	Final document preparation	ALO, Director of Marketing and Communications
August 1, 2026	ISER due to ACCJC	ALO
<b>Fall 2026</b>		
October 2026	Team ISER review	ACCJC team
<b>Spring 2027</b>		
Late Feb/early March 2027	Focused site visit	ACCJC team

**3.4. The institution develops, maintains, and enhances its educational services and operational functions through the effective use of fiscal resources. Financial resources support and sustain the mission and promote equitable achievement of student success.** (ER 18)

The College demonstrates a strong commitment to using fiscal resources effectively, responsibly, and strategically to support its mission and promote equitable student success. Financial planning and management are aligned with institutional goals and guided by Board and Administrative Policies, including Budget Preparation ([AP 6200](#)), Budget Management ([AP 6250](#)), Fiscal Management ([AP 6300](#)), and Institutional Planning ([AP 3250](#)). Shared governance principles, as outlined in [BP 2510](#), ensure that fiscal decision-making is participatory, transparent, and aligned with the College's mission and Strategic Plan.

The District's financial planning and resource allocation processes are integrated with institutional planning cycles. The Institutional Resources Council (IRC) reviews budget assumptions, resource requests, and provides feedback on the development of allocation rubrics used in the PPA and resource request process to ensure alignment with strategic priorities ([IRC agendas and minutes 25-26](#), [IRC agendas and minutes 24-25](#), [IRC review of Funding Rubrics](#), [Tentative Budget Presentation to IRC](#), and [Final Budget Presentation to IRC](#)). Data from Program Planning and Assessment (PPA) reports, student success metrics, and equity indicators guide resource allocation to ensure that financial decisions promote equitable outcomes for all student groups.

Fiscal decisions are made in full compliance with state and federal regulations, including adherence to the 50% Law, sound fiscal management standards, and Title 5 requirements. Annual independent financial audits consistently confirm that Hartnell's fiscal practices comply with generally accepted accounting principles (GAAP) and demonstrate responsible stewardship of public funds ([Annual Measure T Audit June 30 2024](#), [Annual Measure T Performance Audit June 30 2024](#), [Annual Financial Audit June 30 2024](#)).

In addition to its general fund, the District strategically leverages multiple funding streams to sustain operations and enhance educational services. These include ongoing categorical programs such as the Student Equity and Achievement Program (SEAP), Strong Workforce, and targeted funds supporting EOPS, DSPS, Veterans Services, Umoja, LGBTQIA+ students, and former foster youth. Each categorical program is managed by the administrator responsible for the respective student service area to ensure compliance with program regulations and alignment with intended outcomes ([311 Annual Master Report 23-24](#), [Annual Measure T Audit June 30 2024](#), [Annual Measure T Performance Audit June 30 2024](#), [Annual Financial Audit June 30 2024](#)).

**Commented [1]:** I think we need to speak to this element more. We could talk about the Student Equity and Achievement fund and its alignment with the Student Equity Plan. If we have decision-making rubrics (in addition to the one used by IRC for PPA funding), those would be good to include as well. The fiscal decision-making framework we created might be a good piece of evidence to add.

**Commented [2]:** Other than that, I think this narrative is very strong and addresses the standard. Great job!

The District also manages one-time funds from the California Community Colleges Chancellor's Office, which are allocated according to state guidelines through an internal request process that prioritizes initiatives advancing equity and student success ([FY 2024-25 Resource Request Process](#), [FY 2024-25 Resource Request Funding Summary](#)). Through state-mandated Vision Aligned Reporting (VAR) and through our PPA process, the District evaluates the impact of these and other funding streams on specific student populations, ensuring that resource allocation decisions are data-informed and outcome-driven ([FY 2024-25 Resource Request Funding Update](#)).

In addition to state allocations, Hartnell College secures grant funding from federal, state, and private foundation sources to expand institutional capacity and support innovation in teaching, learning, and student success. The Hartnell College Foundation further strengthens this work by generating donor contributions that launch and sustain innovative programs and partnerships aligned with the College's mission and Strategic Plan goals ([HCF Strategic Plan](#)).

Fiscal stewardship is reinforced by multi-year financial forecasting and maintaining a minimum 20% unrestricted reserve, exceeding Board Policy requirements and ensuring financial stability ([2025-26 Final Budget Board Presentation](#), [FINAL-Budget Book for 2025-26](#)). Our governance processes, resource management strategies, diversified funding, and evidence-based decision-making enable Hartnell College to use fiscal resources effectively to sustain operations, advance the mission, and promote the equitable achievement of student success.

**3.5. The institution’s mission and goals are the foundation for financial planning. Financial information is disseminated to support effective planning and decision-making and provide opportunities for stakeholders to participate in the development of plans and budgets.**

The College ensures that its mission and goals form the foundation for all financial planning and decision-making. Financial planning processes are intentionally designed to be participatory, transparent, and mission-aligned, supporting the District’s commitment to equitable student success and institutional effectiveness.

During this accreditation cycle, the College’s 2019-2024 and 2025-2028 strategic plans provide the overarching framework for linking institutional goals to resource allocation. Fiscal planning and management are guided by Board and Administrative Policies ([AP 6200](#), [AP 6250](#), [AP 6300](#), and [AP 3250](#)) and by shared governance structures ([BP 2510](#)) that facilitate cross-constituent collaboration and communication. All resource requests, including budget, personnel, and facilities, are mapped to strategic priorities and institutional goals ([Nuventive Planning & Resource Request Report](#), [Space Request Form](#)). When considering resource requests, the institution takes into strong consideration alignment with the College’s strategic priorities ([PPA Funding Rubric](#)). At the conclusion of each annual cycle, resource allocation summaries and funding decisions are shared collegewide and posted publicly ([FY 24-25 Schedule One Time Funded Items](#), [Resource Request Update—communication to the community](#), [FY 2024-25 Resource Request Process-funding update](#)).

Financial information is regularly disseminated to ensure transparency and promote data-informed decision-making. Monthly budget updates are presented to the Board of Trustees, while annual presentations of tentative and final budgets are shared with the college community ([Revised-2025-26 Tentative Budget Board Presentation](#), [2025-26 Tentative Budget Book \(Final 5-28-25\)](#), [Board Budget Update as of 1-31-25 for 3-4-25 BOT mtg](#), [Budget Update to Board 4.01.25, FINAL--- Budget Book for 2025-26](#), [2025-26 Final Budget \(v.Board\) 8-27-25](#), [Board Item -Tentative Budget, FY 25-26 Final Budget Board Item](#)). The President’s Cabinet also receives regular budget updates from our Vice President of Administrative Services ([Cabinet Agenda—Sample of Fiscal Topics](#), [Cabinet Agenda -Sample of Fiscal Topics](#)).

**Commented [1]:** Include the minute for this meeting if applicable.

Fiscal transparency and public accountability are further supported through the Citizens’ Bond Oversight Committee, which provides an independent review associated with the \$167 million Measure T General Obligation Bonds ([CBOC 23-24 Final 2024 dec](#), [CBOC Annual Report](#)). The committee’s annual reports, audit results, and meeting materials are publicly accessible on the District website, exemplifying the District’s commitment to fiscal integrity and open communication ([Measure T Budget Summary OCTOBER 2025](#), [CBOC 23-24 Final 2024 dec](#), [CBOC Annual Report](#)). Additionally, the Board of Trustees receives monthly Measure T

updates, which are also publicly available ([Measure T -monthly reports to the Board, Measure T Summary Update OCT 2025](#)).

**6. The institution ensures the integrity and responsible use of its financial resources and regularly evaluates its fiscal outcomes and financial management practices to promote institutional mission fulfillment.**

The Hartnell Community College District (District) ensures the integrity and responsible use of its financial resources through adherence to established fiscal management principles, state and federal regulations, and the California Community College Budget and Accounting Manual ([BP 6300](#)). The District follows Generally Accepted Accounting Principles (GAAP) in all fiscal operations and maintains internal control systems designed to safeguard assets, ensure the accuracy of financial records, and promote accountability ([Annual Measure T Performance Audit June 30 2024](#), [Annual Measure T Audit June 30 2024](#), [Independent Auditor Report to Board](#), [Annual Audit Board Item](#), [Annual Financial Audit June 30, 2024](#)).

Fiscal oversight is exercised by the Superintendent/President and designated administrators, who are responsible for ensuring that District resources are disbursed in accordance with Education Code, legal requirements, and Board Policy ([BP 6150](#)). The District employs multiple internal control measures, including separation of duties, multi-level approval processes for expenditures, and regular reconciliation of accounts ([Annual Measure T Performance Audit June 30 2024](#), [Annual Measure T Audit June 30 2024](#), [Independent Auditor Report to Board](#), [Annual Audit Board Item](#), [Annual Financial Audit June 30, 2024](#)).

Transparency and accountability are integral to Hartnell's fiscal culture. The Board of Trustees receives and reviews quarterly financial reports, including budget-to-actual comparisons, and expenditure summaries ([Board Budget Update as of 1-31-25 for 3-4-25 BOT mtg](#), [Budget Update to Board 4.01.25](#)). Fiscal information is also reviewed through the shared governance process via the Institutional Resources Council (IRC) ([IRC 2-7-25-feb-25-irc-agenda](#), [IRC 25 sep agenda for september 6 2024 revised](#), [IRC 10 4 24 rev2 agenda- for october 4 2024](#), [IRC Tentative Budget Presentation](#)). Annual independent financial audits are conducted by certified external auditors, and audit results are presented publicly to the Board and made available to the college community ([Annual Measure T Performance Audit June 30 2024](#), [Annual Measure T Audit June 30 2024](#), [Independent Auditor Report to Board](#), [Annual Audit Board Item](#), [Annual Financial Audit June 30, 2024](#)).

The District's financial performance is regularly evaluated by external entities through independent, state and federal audits as well as credit rating agencies ([Annual Measure T Performance Audit June 30 2024](#), [Annual Measure T Audit June 30 2024](#), [Independent Auditor Report to Board](#), [Annual Audit Board Item](#), [Annual Financial Audit June 30, 2024](#), [Moody's Credit Rating -Hartnell College](#)). Corrective actions are implemented promptly if any findings or recommendations are identified. For the past five consecutive years, the District's independent audits have reported no findings, reflecting sound fiscal management

**Commented [1]:** Strong draft-- it need a stronger linkage to the HC Mission-- How do our college's responsible financial practices promote mission (ed master plan, strateic priorities, equity plan, etc) fulfillment?

**Commented [2]:** Are there any specific trainings that our Fiscal leaders take on, professional development, transparency for the constituents?

and compliance with all applicable standards ([Annual Measure T Performance Audit June 30 2024](#), [Annual Measure T Audit June 30 2024](#), [Independent Auditor Report to Board](#), [Annual Audit Board Item](#), [Annual Financial Audit June 30, 2024](#)).

Fiscal practices are continuously refined through review of audit results, reserve analysis, and feedback from governance bodies ([Annual Measure T Performance Audit June 30 2024](#), [Annual Measure T Audit June 30 2024](#), [Independent Auditor Report to Board](#), [Annual Audit Board Item](#), [Annual Financial Audit June 30, 2024](#)). This ongoing evaluation promotes fiscal stability, integrity, and the responsible stewardship of public funds, ensuring that financial resources are effectively used to fulfill Hartnell College's mission and advance equitable student success.

**Commented [3]:** If applicable, it would also be great to touch on our college's long-term fiscal planning (multi year financial planning, enrollment forecast, financial reserves, etc)

**Commented [4]:** We can potentially expand and include a short excerpt of categorical and grant funds (ie., HSI, Basic Needs, etc) which cover oversight beyond the General fund.



**3.7. The institution ensures financial solvency. When making short-range financial plans, the institution considers its long-range financial priorities and future obligations to ensure sustained fiscal stability. (ER 18)**

The Hartnell Community College District (District) ensures financial solvency through prudent fiscal management, consistent monitoring of revenues and expenditures, and strategic long-range financial planning. The District's budget process ([AP 6200](#)) engages all constituencies through shared governance, ensuring transparency, accountability, and alignment with institutional priorities and the College's mission.

Short-term fiscal stability is maintained through careful cash-flow management and the Board's policy requiring a minimum unrestricted reserve of 20% ([BP 6200](#)). This conservative reserve policy provides sufficient protection against unforeseen fiscal shortfalls and enables the District to maintain operations in the event of economic disruption. The District has not required Tax Revenue Anticipation Notes (TRANs) or Certificates of Participation (COPs) financing for over a decade, demonstrating consistent liquidity and strong fiscal discipline ([Independent Auditor Report to Board, 2023-24 311, Annual Master-Report - Hartnell College](#)).

The District's Business Services Office conducts quarterly analyses of expenditures and revenue to ensure that actual activity is aligned with annual budgets ([Board Budget Update as of 1-31-25 for 3-4-25 BOT mtg, Budget Update to Board 4.01.25](#)). The Board of Trustees receives and approves the annual budget, reviews quarterly and monthly financial reports, and monitors long-term debt and fund balances to ensure fiscal health and compliance with the California Community College Budget and Accounting Manual (BAM) and Generally Accepted Accounting Principles (GAAP) ([Annual Measure T Audit June 30 2024, Independent Auditor Report to Board, Annual Audit Board Item, Annual Measure T Performance Audit June 30 2024](#)).

Long-term financial stability is supported through proactive planning for future obligations and capital needs. The District maintains Other Post-Employment Benefits (OPEB) funding and participates in Public Agency Retirement Services (PARS) to manage retiree benefit liabilities responsibly, guided by regular actuarial valuations ([HartnellCCD GASB 74-75 Actuarial Draft Report 2024 Full](#)). The District also manages a zero-interest state loan associated with its solar energy installation, which is being amortized over time and offset by projected energy savings ([Energy Commission Invoice](#)).

The District's ability to maintain strong reserves, manage debt responsibly, and meet all financial obligations has contributed to a positive credit rating, allowing it to secure favorable terms for the Measure T General Obligation Bonds and minimize costs to taxpayers ([Moody's Credit Rating-Hartnell College](#)). This financial integrity ensures that short-range fiscal decisions are informed by long-term planning, sustaining institutional capacity to advance Hartnell College's mission and promote equitable student success.



**3.8 The institution constructs and maintains physical resources to support and sustain educational services and operational functions. The institution ensures safe and effective physical resources at all locations where it offers instruction, student services, and/or learning supports.**

The Hartnell Community College District (District) ensures that its physical resources are constructed, maintained, and operated to effectively support instruction, student services, and learning across all locations. The District operates five sites (the Main Campus in Salinas, the Alisal Campus, and Education Centers in King City, Soledad, and Castroville) totaling more than 970,000 square feet of facilities dedicated to teaching and learning. ([Evidence 1, 1a, 1b, 1c, 1d – photos of 5 campuses](#)).

Long-range facilities planning is guided by the Facilities Master Plan (FMP), originally adopted in 2014 and extended through 2030 to align with the District's Strategic Plan 2025-2028. ([Evidence 2 2024-2024 FMP; Evidence 3 Strategic Plan 2019-2024](#) and [Evidence 3a Strategic Plan 2025-28, Evidence 7 FMP Cover page, Addendum text and board approval agenda item](#)) Developed through shared-governance input, the FMP establishes goals for modernization, expansion, and accessibility. To implement these goals, the community overwhelmingly approved Measure T, a \$167 million General Obligation Bond in 2016. ([Evidence 4 Text of Measure T Bond](#))

Measure T has funded new education centers in Soledad and Castroville, the expansion of King City, and major renovations and upgrades on the Main Campus, including the Nursing and Allied Health Building, athletic facilities, and multiple academic buildings. ([Evidence 5 photo nursing, 5a track field](#)) The District continues to review and adjust project priorities in response to community and programmatic needs; for example, relocating our Diesel program from Alisal to Soledad to better serve South County students ([Evidence 6 October 17, 2023 Board of Trustees Meeting Minutes](#)) evidence needed).

All construction projects comply with Department of the State Architect (DSA) standards, ensuring full adherence to building codes, seismic safety, and accessibility regulations.

Ongoing facility maintenance and operations are managed by the Facilities Services Department under the Executive Director of Facilities Planning and Construction Management. The department includes maintenance, custodial, grounds, and receiving units that ensure safe, clean, and efficient learning environments. ([EVIDENCE 12 – Administrative Services Organizational Chart](#))

Physical resource needs are identified through the Program Planning and Assessment (PPA) process, the Institutional Resources Council, and the Safety Committee, as well as a web-based work-order system. The department applies Association of Physical Plant Administrators (APPA) standards, targeting at least Level 3 cleanliness for instructional spaces. Staff receive

ongoing safety and systems training to ensure efficient operation of new technologies and building systems. ([EVIDENCE 8 – PPA example 24-25](#), [Evidence 9- Institutional Resource Council website splash page](#), [Evidence 10 – Safety Committee and Emergency Information Page](#), [Evidence 11 – Facilities website splash page with work order link](#))

External reviews further support safety and compliance. Keenan & Associates conduct periodic campus safety inspections, and Access Compliance Services perform ADA assessments of new and renovated facilities under Measure T. Findings are reviewed and addressed by Facilities Services to ensure prompt remediation. ([Evidence 13 - APPA Standard, Building Checklists](#), [Evidence 14 - Keenan Haz Mat example report](#), [Evidence 15 example Accessibility review](#) )

Facilities planning and maintenance are reviewed regularly through governance councils, committees, and the Board of Trustees to ensure alignment with educational and community needs. Extending the FMP to 2030 and completing Measure T projects demonstrate the District's proactive approach to providing safe, modern, and equitable learning environments that advance Hartnell College's mission of transforming lives through education.