



# HARTNELL COMMUNITY COLLEGE DISTRICT

## STUDENT AFFAIRS COUNCIL HANDBOOK

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Hartnell College students will be prepared to contribute as leaders to the intellectual, social, cultural, and economic vitality of our communities and the world.

Focusing on the education and workforce development needs of communities in the Salinas Valley, Hartnell College strengthens communities by providing opportunities for students to reach career and/or academic goals (associate degrees, certificates of achievement, transfer to four-year institutions) in an environment committed to student learning, achievement and success.

### *Students First*

Hartnell College students will be prepared to contribute as leaders to the intellectual, social, cultural, and economic vitality of our communities and the world.

### *Academic and Service Excellence*

We commit to excellence in teaching and student services that develop the intellectual, personal, and social competence of every student.

### *Diversity, Equity, and Inclusion*

We embrace and celebrate differences and uniqueness among all students and employees. We welcome students and employees of all backgrounds.

### *Ethics and Integrity*

We commit to respect, civility, honesty, responsibility, and transparency in all actions and communications.

### *Alliances*

We develop strategic relationships within the college and community, locally and globally, that allow us to grow our knowledge, expand our reach, and strengthen our impact on those we serve.

### *Leadership and Empowerment*

We commit to growing leaders through opportunity, engagement, and achievement.

### *Innovation*

Through collaboration, we seek and create new tools, techniques, programs, and improve student learning, student achievement, and institutional effectiveness.

### *Stewardship of Resources*

We commit to effective utilization of human, physical, financial, and technological resources.

### *Health, Safety, and Security*

We commit to providing a healthy, safe, and secure environment for all students, employees, and visitors.



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Recommended action/approval: The Student Affairs Council shall be governed by Robert's Rules of Order, latest revised edition.

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To promote student success, work collaboratively with other councils and committees.

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The following sources appropriate to the work of the Council, including but not limited to: employees, students, other councils and committees, Academic Senate, program reviews, SLOs, accreditation, performance indicators, site visits, institutional effectiveness outcomes, existing plans and initiatives, labor market information, community and partner input, other trends and/or forecasts.

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College Planning Council  
Other Councils, Committees, Academic Senate

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The chairs and/or co-chairs develop the agenda for council meetings. Any individual (student or employee) who wants an item placed on the agenda must submit the item in writing to the chair and/or co-chairs.

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#### 1. COUNCIL RECOMMENDATIONS

For items that have college-wide implications or impact concerning student access and success.

#### 2. BOARD POLICIES & ADMINISTRATIVE PROCEDURES

Review and recommend for approval new or revised Board policies and administrative procedures.

#### 3. ACCREDITATION

Review and keep knowledge current regarding accreditation standards, eligibility requirements, and policies related to the Student Affairs Council.

Provide input when appropriate to accreditation processes.

Promote a campus culture that is focused on accreditation, inclusive of but not limited to institutional activities that foster assessment, evidence building, and continuous improvement.

#### 4. BUDGET

7. STUDENT LEARNING OUTCOMES

Review reports on the status of SLOs development, assessment, and results.

8. EVALUATION OF COUNCIL EFFECTIVENESS

Conduct evaluation of the effectiveness of the Council every 2 years.