



HARTNELL COMMUNITY COLLEGE DISTRICT COLLEGE PLANNING COUNCIL HANDBOOK

VISION STATEMENT

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

MISSION STATEMENT

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.

VALUES STATEMENTS

Students First

We believe the first question that should be asked when making decisions is “What impact will the decision have on student access, learning, development, achievement, leadership, and success?”

Academic and Service Excellence

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

deliberation.

Council members commit to working toward consensus in Council deliberations prior to taking action. Council members reserve their right to cast an independent vote.

Council members commit to supporting all actions taken by the Council, regardless of the viewpoint each member may individually hold or express on any specific issue or action item.

FREQUENCY OF MEETINGS

Semi-monthly during the academic year.

VOTING TO RECOMMEND ACTION/APPROVAL

Recommended action/approval will be determined by a simple majority of those members present.

PURPOSE

To function as the highest level collaborative council for the college with a focus on goal-setting, planning, resource allocation, institutional effectiveness, and continuous improvement.

RECEIVES INFORMATION FROM

The following sources appropriate to the work of the Council, including but not limited to employees, students, other college councils and/or committees when items have the potential for college wide implications or impact.

MAKES RECOMMENDATIONS TO

superintendent/president

AGENDAS

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.

COUNCIL RESPONSIBILITIES

1. COUNCIL RECOMMENDATIONS

For items that have college wide impact, review recommendations from all other Councils, including but not limited to key accreditation reports, establishment or discontinuance of programs, services, and the development and implementation of institutional initiatives.

2. INSTITUTIONAL PURPOSE AND GOALS

Review and recommend institutional Mission, Vision, and Values statements, and ensure that these statements are widely communicated across the college and infused into college activities.

Review and recommend college wide goals, goals for institutional effectiveness and institution-set standards.

3. STRATEGIC INTEGRATED PLANNING

Oversee development of and recommend the college's Strategic Plan, ensuring that all constituent groups participate in the planning process.

Oversee and regularly evaluate implementation of the college's Strategic Plan, ensuring that all college units understand their role in Plan implementation, and that progress in achieving the Plan is widely and regularly communicated across the college.

Review, recommend, and regularly evaluate implementation of the college's long term institutional plans and other key institutional initiatives, ensuring they support and are fully integrated with the college's Strategic Plan.

4. BUDGET DEVELOPMENT AND RESOURCE ALLOCATION

Develop, implement, and evaluate a college wide budget development and resource allocation process that advances the college's integrated plans

Review and recommend college wide budget plans.

Review and regularly evaluate reports on college wide expenditures, ensuring that resources are directed toward Strategic Plan achievement, and that budget implementation plays a significant role in the institution's continuous improvement.

5. INSTITUTIONAL EFFECTIVENESS

Review and recommend key performance indicators, targets, and benchmarks for evaluating and reporting institutional effectiveness and performance, ensuring that these measures are incorporated into the college's integrated plans.

Review institutional outcomes regularly to gauge the college's improvement, and ensure that these outcomes are widely communicated across the college.

Promote innovative approaches, best practices, and data informed decision making in developing, scaling, sustaining, and continuously improving programs, services, and initiatives to ensure maximum impact on student success and institutional performance.

6. COLLEGE RE-DESIGN

Review and recommend proposed modifications in college design aimed at improving student success and institutional effectiveness. Such modifications may include but not be limited to: