



HARTNELL COLLEGE

Administrative Services Council  
Meeting Minutes  
November 14, 2019, 4:00PM  
Building E, Room E-112

DRAFT

MEMBERS

Name	Representing	Present	Absent
Rick Bennett	Administration	X	
N/A	Administration		
Joseph Reyes	Administration	X	
Anne Adamson	Dean of Academic Aff.		X
Augustine Nevarez	Dean of Student Aff.	X	
Michelle Peters	DSP&S	X	
Dave Phillips	I.T.	X	
Balamurali Kappagantula	I.T.	X	
Pedro Escoto	Faculty		X
Daniel Lopez	Faculty	X	
Miguel-Angel Manrique	Faculty		X
(vacant)	Part-time Faculty		
(vacant)	CSEA		
(vacant)	CSEA		
(vacant)	CSEA		
Hector Mosqueda	L39		
(vacant)	L39		

Montzerat Flores Martinez

**Hartnell College 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.

**Hartnell College 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.

## INFORMATION/DISCUSSION/PRESENTATIONS

1. Tracking Sheet Update Augustine Nevarez  
Rick stated that with launch of Adobe Sign and Workflow, this might be able to be incorporated to be more time efficient.
2. Adobe sign and proof of concept Rick Bennett  
Rick stated that we have Adobe Sign through Adobe ETLA site license. Rick and Dave Phillips are looking into a beta launch of Adobe Sign with possible Work Flow feature as a way to shorten some of Hartnell's processes as well as looking in to cost of Work Flow as an additional

8. Construction Update Joseph Reyes  
Construction will continue on various projects, see notes in Measure T for details.

9. Measure T Update Joseph Reyes  
King City:  
    11/7/19 Bids opened  
    Board approval Nov. 19<sup>th</sup>  
    Break ground on Dec. 3<sup>rd</sup>  
    Open Spring 2021  
Soledad:  
    Construction started mid-October  
    Ground Breaking ceremony was on 11/8/19  
    14 month project  
    Open Spring 2021  
Castroville:  
    Awarded General Contractor/Architect  
    Break ground late next Fall  
    Open Summer 2020  
Nursing & Science Building  
    November 25<sup>th</sup> Lot 3 will not be in use for staff[Op]-/P <</8.61 411.19 Tm[ )]TJg59(f)-