

San Bernardino Valley College Academic Senate	AD/SS 207 3:00 - 4:30 pm
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Minutes of February 1, 2017

Topic	Discussion	Action
Call to Order		Called to order at 3:02 pm
Approval of Minutes from December 7, 2016 and January 18, 2017	Note: Approval for minutes of 12/7/16 was postponed from last meeting.	Motion on Minutes of 12/7/16 and 1/18/17: M Slusser 2 nd : P Ferri-Milligan Approved in voice vote with 2 abstentions: Y Beebe, K Adams, S Meyer
President's Report	See attachment to these minutes for copy of president's written report. The president C. Huston or other senators made additional comments about the following items: Advancement in Rank: C Huston noted that serving on a district committee is good way to fulfill service to community area, which sometimes is difficult for applicants for the AIR.	
New Business	Bookstore: S Stark gave report on plan to have a vendor run bookstore. The RFP is already out. L Strong provided some additional financial data. <ul style="list-style-type: none"> • The necessity of this change was explained, including: what was once a reserve of \$1.6 million is now zero, so the general fund would be at hazard to provide any deficit spending in future; and a 2 year effort to streamline the bookstore and increase sales did result in improvements, but not enough; 7 of last 10 years have been deficit years for the bookstore. • The RFP will insure that current employees who work at the bookstore would be allowed to remain (as district employees) for 5 years, and would be offered opportunities and training to be transferred elsewhere in the district if they wanted to remain in the district after that. • The RFP has been carefully written to insure good student and faculty service, and the continuing of current bookstore functions that are essential to the college and students. • P Ferri-Milligan asked about whether there would be Program Review of the new bookstore – there was no clear response, though the contract does have assessment elements. • A Aguilar-Kitibur asked about price controls, and L Strong noted that the RFP does have that in mind. • S Meyer asked if the new vendor would continue to sell supplies (esp. for CTE programs like nursing). Answer was yes. • D Lee asked if the location would be the same. Answer was yes. • A Avelar asked if financial aid or scholarship funds would still 	

Topic	Discussion	Action
	<p>be able to be used in bookstore and if book rentals would continue. Answer was yes.</p> <ul style="list-style-type: none"> • R Hamdy asked about whether the college would get cut of profits. Answer was yes, though the bookstore would be expected to run at deficit for a few years as the new vendor settles in. • The timeline was to select a vendor by May, with the new vendor taking over July 1 of this year. <p>Student Success BP: J Gilbert explained that a student success BP was desired by some on Board. Sample language was provided (see attachment). Some felt the sample was wordy and would need work.</p> <p>Faculty Retirement/Replacement Flowchart: The flowchart was designed to insure that faculty positions vacated by retiring faculty would normally be replaced unless certain conditions were met. One item, "Not replacing the faculty results in remaining full time faculty teaching $\leq 50\%$ of total faculty load in the department" is not as useful as it should be. Perhaps other information, such as fill rates and efficiency should be considered. A committee was formed to come up with some guidelines (P Ferri-Milligan, A Avelar, S Meyer, J Lamore).</p> <p>Equivalency: C Huston noted there are a number of problems with the way equivalencies are done: docs come from different groups (division dean, HR, department chairs), the forms and AP don't agree and forms are old, it's unclear needs to sign, what to do if forms are incomplete or lack certain info or documents, and what to do during summer.</p>	<p>Motion: To have Student Success committee work on language and present to senate: J Lamore motioned, S Meyer seconded. Voice vote, approved unanimously.</p> <p>Motion: To have the senate executive committee work on the problem and present something to senate: S Meyer motioned, A Aguilar-Kitibur seconded. Voice vote, approved unanimously.</p>
Old Business	None.	
College President's Report (D Rodriguez)	<ul style="list-style-type: none"> • FTES is still ahead of spring 16 (up 9-10%). • We will be studying how no drop for nonpayment is working. • The SWF plan has been submitted. • The WOW was successful. • Y Beebe asked if the community day of service would be repeated this spring. D Rodriguez noted that it would happen again, but not this spring. • J Demsky asked how search for new VPI was going. It was noted that the job would post soon. J Demsky worried that there would be drift if the position was left without a permanent replacement for long. 	
Committees	<p>Ed. Policy, J Gilbert: No report.</p> <p>Personnel Policy, J Lamore: No report.</p> <p>Student Services, A Aguilar-Kitibutr: The Common Assessment would be piloted in 12 colleges in fall of 2017, but there was no timeline for 2nd phase when all colleges would adopt.</p> <p>Career/Tech, S Meyer: The second wave of SWF plans are being worked on.</p>	

Topic	Discussion	Action
	<p>Equity/Diversity, L Lopez: No report.</p> <p>Legislative Policy, A Avelar: No report.</p> <p>Elections, no current chair: No report.</p> <p>Financial Policy, T Vasquez: No report.</p> <p>Curriculum, M Copeland: No report.</p> <p>Program Review, P Ferri-Milligan: Efficacy forms are out, with 24 full reports, 12 mini-reports for CTE, and 2 probation reports to be done this semester. Report writers are encouraged to attend one of the workshops days – February 17 and March 3 from 9-11am in B118.</p> <p>Accreditation & SLOs, C Huston: Work is being done to better synch the 3 year SLO cycle with the 4 year Program Review cycle.</p> <p>Professional Development, Rania Hamdy:</p> <ul style="list-style-type: none"> • Faculty were reminded that out of state conference requests need to be submitted 8-10 weeks in advance, so there is time for the request to work its way through the system and to Board. • There will be a meeting for the fall study abroad opportunity in London on February 15, so faculty should help make students aware. Financial aid is available. 	
Additional Reports	<p>SBCCD-CTA: A Avelar:</p> <ul style="list-style-type: none"> • Negotiation continues, with topics like the calendar, cameras on campus, coordinators, and rehire rights for part timers, coaches, load issues, and faculty chairs discussed. <p>District Assembly: J Gilbert: The flex calendar sent to Board on the 23rd.</p>	
Public Comments	J Gilbert will have a showing of his photographs at Art Gallery from February 21 to March 9, with a February 28 reception from 5-7.	
Announcements	J Lamore, the senate secretary, reminded attendees to sign the sign-in sheet to insure accurate recordkeeping of attendance.	
Adjourned		Meeting adjourned at 4:35 pm.

LIST OF ATTACHED DOCUMENTS

1. Agenda
2. Sign-In Sheet
3. President's Report
4. Draft of student success BP

SBVC ACADEMIC SENATE
AD/SS 207 3:00 PM – February 1, 2017

1. Call to Order: Roll Call (sign in)		3:00 pm
2. Approval of Minutes from 1/18/16		
3. Senate President's Verbal and Written Report		
4. New Business		3:10 pm
a. Proposal to Outsource Bookstore	S. Stark	
b. Student Success Policy	J. Gilbert	
c. Faculty Replacement Chart Review	C. Huston	
d. Equivalency Process	C. Huston	
5. Old Business		
6. College President's Report	D. Rodriguez	4:10 pm
7. Committees		4:20 pm
a. Ed. Policy	J. Gilbert	
b. Personnel Policy	J. Lamore	
c. Student Services	A. Aguilar-Kitibutr	
d. Career/Tech	S. Meyer	
e. Equity/Diversity	L. Lopez	
f. Legislative Policy	A. Avelar	
g. Elections	Vacant	
h. Financial Policy	T. Vasquez	
i. Curriculum	M. Copeland	
j. Program Review	P. Ferri-Milligan	
k. Accreditation & SLOs	C. Huston	
g. Professional Development	R. Hamdy	
8. Additional Reports		
a. SBCCD-CTA	A. Avelar	
b. District Assembly	J. Gilbert	
9. Announcements		
10. Public Comments		
11. Adjournment		4:30 pm

Academic Senate Sign-In Sheet February 1, 2017

	SENATOR	INITIAL
A	Adams, Kathy	KLA
	Aguilar-Kitibutr, Ailsa	AK
	Avelar, Amy	AX
B	Banola, John	
	Barnett, Kellie	
	Batalo, Mandi	
	Beebe, Yvonne	YB
	Burnham, Lorrie	
	Burns-Peters, Davena	
C	Chatterjee, Achala	
	Copeland, Mary	
D	Demsky, Jeffrey	JD
F	Ferri-Milligan, Paula	FM
G	Gilbert, Jeremiah	
H	Huston, Celia	
J	Jones, Caroline	
	Jones, EJ	
K	Kafela, Kathy	KK
L	Lamore, Joel	
	Lee, Dirkson	
	Lillard, Sheri	
	Lopez, Leonard	
M	Marquis, Jeanne	JM
	Massad, Sana	
	Mestas, Marie	
	Metu, Reginald	

R	Meyer, Stacey	
	Moeung, Botra	
	Murillo, Joan	
S	Rosales, David	DR
	Slusser, Michael	MS
	Smith, David	DS
	Strong, Teri	
V	Vasquez, Mary Lou	
	Vasquez, Tatiana	

FREQUENT VISITORS	
Hamdy, Rania	RA
Rodriguez, Diana	
Shabazz, Ricky	
Smith, James	
Weiss, Kay	

VISITORS (Print Name)	INITIAL
Andrea Hecht	AH
Leonard Lamp	LL
Scott Strack	SS
Laurel Strong	X
Kate Myers	X
Wallace Jim	WJ
Albert Mamedov	AM
Bethany Taraka	BT
Carol Jones	CJ

See back if more sign-in space is needed

SBVC Academic Senate President's Report

2/1/2017

Advancement in Rank: The application process for Advancement in Rank will begin 2/2/17 and conclude on 2/28/17. Professional Development will be hosting an Advancement in Rank workshop day/time/location TBD.

The Advancement in Rank category 'Service to the College Community' includes serving on District Committees. There are several opportunities to serve currently available:

- District Budget Committee meets every 3rd Thursday @ 2 pm. Next meeting 2/16/17.
- District Enrollment Management Committee meets every 1st Thursday @ 3 pm. Next meeting 3/2/17
- District Planning and Program Review Committee: Day and Time TBD

There have been a number updates from CCLC and ASCCC including Common Assessment, Budget Talking Points and Federal Advocacy Points. Those files have been uploaded to the Academic Senate website for review.

Non-Credit: Lorrie Burnham is the faculty Non-Credit Coordinator. She will be reaching out to faculty for input on current and future non-credit courses and program on campus.

30k Retirement Incentive Meeting: 2/2/17 9am – 10:30am ADSS 207 President's Conference Room.

The Senate Elections Committee Chair: Seeking a volunteer from the Senate to serve as the Elections Committee Chair. The Elections Committee ensures that new Senators for 2017/2018 are appointed and runs the election for Outstanding Professor.

EEO Training is needed to participate on hiring committee. EEO training is being offered by HR on 2/13/17 at the District offices. Check your email for more details.

Save the Date

2/8/17 – Executive Committee Meeting

2/15/17 – Academic Senate Meeting

Accreditation Institute: Feb 17 - 18, 2017 – Napa (Celia)

Spring Faculty Minimum Qualifications and Equivalencies Regional Workshop: March 10, 2017 TBD

Innovation and Instructional Design: March 17- 18, 2017 - San Jose

Spring Plenary: April 20-22, 2017 – Sacramento (Celia; Mary)

San Bernardino Community College District
Board Policy
Chapter 5 – Student Services

BP 5050 STUDENT SUCCESS AND SUPPORT PROGRAM

(Replaces current SBCCD BP 5050)

NOTE: The language in red ink is legally required.

❖ From current SBCCD BP 5050 titled Matriculation

Student Success for San Bernardino Community College District students means more than just obtaining degrees, transfer, certificate, or career advancement. It also means the achievement of the individual student's self-established educational goals including completing a specific course, program, career and/or technical education to maximize the skills necessary for becoming a better person, worker, and/or citizen. Student Success is not merely an outcome, but also a process. It's a journey that encompasses multiple levels of achievement and milestones such as abilities to: analyze, synthesize, and evaluate information; effectively communicate with others; achieve proficiency in subjects including science, mathematics, computer/technical skills, world languages, history, geography, and global awareness; collaboratively work in culturally diverse settings; be leaders who see projects through to completion; be responsible decision makers who are self-motivated; be active civic participants; and be ethical individuals who are committed to their families, communities, and others. Student Success is everyone's responsibility demonstrated through role modeling, support, opportunity, equity, and social justice.

The Board's commitment to Student Success is to ensure the availability of resources for the colleges to achieve the goals and objectives as stated in their college planning documents.

The District shall provide ~~matriculation~~ **Student Success and Support Program** services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of ~~matriculation~~ **Student Success and Support Program services** is to bring the student and the District into agreement regarding the student's educational goal through the District's established programs, policies, and requirements.

43 The Chancellor is responsible for establishing procedures to assure implementation of
44 matriculation Student Success and Support Program services that comply with the Title
45 5 regulations.

46
47 **References:** Education Code Sections 78210, et seq.;
48 Title 5, Sections 55500 et seq.
49 ACCJC Accreditation Standard II.C.2

50
51 **NOTE:** The **red ink** signifies language that is **legally required** and recommended by the Policy and
52 Procedure Service and its legal counsel (Liebert Cassidy Whitmore). This policy reflects
53 updates/revisions from the Policy and Procedure Service in February 2008 and October 2013. The
54 language in **black ink** is from current SBCCD BP 5050 titled Matriculation adopted on 6/10/04. The
55 language in **blue ink** is included for consideration.

56

Adopted: 6/10/04
Revised:

57
58