

**SBVC COLLEGE COUNCIL**  
**January 25, 2017 MINUTES**  
**PRESIDENT'S CONFERENCE ROOM, ADSS-207**  
**TIME: 1:00 PM – 3:00 PM**

**A= Absent**

Diana Rodriguez, SBVC President, Chair  
Celia Huston, Academic Senate President, Co-Chair  
Rocio Aguayo  
Dave Bastedo  
Aaron Beavor  
Stephanie Briggs  
Lorrie Burnham  
Yancie Carter  
Mary Copeland  
Marco Cota  
Paula Ferri-Milligan  
Rania Hamdy  
Rick Hrdlicka  
Diane Hunter

Ricky Shabazz  
James Smith  
Scott Stark  
Cassandra Thomas  
Kay Weiss  
(20 members)  
Nicole Williams (MINUTES)

**Guest(s):**  
Susan Bangasser

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**CALL TO ORDER:**

1:00 p.m. Diana Rodriguez called the meeting to order.

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**UPDATE FROM CHANCELLOR BRUCE BARON:**

Chancellor Baron was unable to attend the meeting. The update will be scheduled for a subsequent College Council Meeting.

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**APPROVAL OF MINUTES:**

- December 14, 2016

Rick Hrdlicka moved, Scott Stark second. No discussion and the group voted as follows:

*Our Mission: San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve quality of life in the Inland Empire and beyond.*

**AYES:** Huston, Beavor, Briggs, Burnham, Carter, Copeland, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Hunter, Shabazz, Stark, Thomas

**NOES:** None

**ABSTENTIONS:** Weiss

**ABSENT:** None

**Motion Carried**

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#### **UPCOMING/FILLING POSITIONS – D. RODRIGUEZ**

Diana Rodriguez entertained a **motion to approve** Classified Staff replacement position, Custodial Supervisor, Administrative Services. Kay Weiss moved, Rick Hrdlicka second. No discussion and the group voted as follows:

**AYES:** Huston, Beavor, Briggs, Burnham, Carter, Copeland, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Shabazz, Stark, Thomas, and Weiss

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

**Motion Carried**

Diana Rodriguez entertained a **motion to approve** Classified Staff replacement position, Account Clerk I, Administrative Services. Kay Weiss moved, Rick Hrdlicka second. No discussion and the group voted as follows:

**AYES:** Huston, Beavor, Briggs, Burnham, Carter, Copeland, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Shabazz, Stark, Thomas, and Weiss

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

**Motion Carried**

Diana Rodriguez entertained a **motion to approve** that Classified Staff replacement positions do not need to be presented to College Council for recommendations and/or approval. Kay Weiss moved, Scott Stark second. A brief discussion occurred with regard to why the College Council recommends, reviews and/or approves Classified Staff replacement positions, as these positions are funded by general funds and not new positions, and the group voted as follows:

**AYES:** Huston, Beavor, Briggs, Burnham, Carter, Copeland, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Hunter, Shabazz, Stark, Thomas, and Weiss

**NOES:** None

**ABSTENTIONS:** Hunter

**ABSENT:** None

**Motion Carried**

Diana Rodriguez entertained a **motion to approve** new position Pharmacy Technology Director Position filled by Faculty member. A brief discussion occurred with regard the history of the adjunct faculty providing support in years prior, the American Society of Health Systems Pharmacist (ASHP) accredited program visit, the need for a FT Faculty to become the Director of the program with 40-50% reassigned time. The **motion to approve** was **modified** to state that the College Council supports the approval of a new FT Faculty with reassigned time position in the 17-18 Academic Year that is subject to budget availability. Scott Stark moved, Lorrie Burnham second, and the group voted as follows:

**AYES:** Huston, Beavor, Briggs, Burnham, Carter, Copeland, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Hunter, Shabazz, Stark, Thomas, and Weiss

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

**Motion Carried**

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### **Pending Draft-to-Final College Council Items**

SBVC Planning and Decision Model – The College Council reviewed for FINAL approval. Diana Rodriguez entertained a **motion to approve** the SBVC Planning and Decision Model. Kay Weiss moved, Stephanie Briggs second, and the group voted as follows:

**AYES:** Huston, Beavor, Briggs, Burnham, Carter, Copeland, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Hunter, Shabazz, Stark, Thomas, and Weiss

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

**Motion Carried**

Governance Handbook – College Council Members provided recommendations for changes. A FINAL review for approval will be placed on the February 8, 2017 College Council AGENDA. Ricky Shabazz brought forward his question from the 11/9/16 meeting: *Governance Handbook 2013-2014 - Ricky Shabazz also recommended that the members implement a section on Program Review and the College Council processes with regard to approvals and disapprove – what is a program’s course of action should a shared governance committee such as Program Review and/or College Council deny a request?*

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### **ACCREDITATION AND STUDENT LEARNING OUTCOMES – C. HUSTON**

Celia Huston indicated that the committee will meeting tomorrow (1/26/17). Celia is working with James and Diana on the working draft to have ready for the committee to review. Celia is

working with a couple of programs to obtain SLO information. Identifying cultural competency, strategic planning, student success and student access.

Celia Huston shared that she was invited by Diana to an Accreditation Team visit – Celia stated this will be great experience for our own accreditation.

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### **MASTER PLAN and STRATEGIC PLANNING – J. SMITH**

James Smith stated that job placement and certification rates are fairly difficult to obtain and ACCJC requires them. Where is a valid data source? We have good measure for the number of students that have passed cert test for Nursing and Psychiatric Technology but programs such as Welding, Real Estate it is very difficult to get valid data on student that pass test – we have good estimates that we will go with. Job placement we do not do -- very difficult to come up with measure of employment. What we do will be up to us, but that is one of the things that Strong Work Force does not want – for us to go out to find our own data to suit us.

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### **Program Review – P. Ferri-Milligan**

Paula reports that we have 20 full efficacy reports and 10 CTE reports due – the form distributes are using strategic initiatives already in place. Starting next year, the forms will be revised to the new strategic initiatives.

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### **COMMITTEE REPORTS:**

Scott reports that he and Lorrie are finalizing Program Review for Facilities and Safety. Scott will bring to College Council to review campus priorities.

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### **OTHER:**

Diana Rodriguez announced that SBVC has met the Sprint 2017 FTES goal, and the overall goal is still within reach with a need for 600 more FTES by the end of the academic year. Diana thanked Council Members for promoting registration and asks that we keep up the great work.

Kay Weiss asked members to attend the SBVC FACUTLY CONCERT on February 3, 2017 at 7pm in the SBVC Auditorium.

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Meeting adjourned at 2:20 p.m.

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**Next College Council Meeting: Wednesday, February 8, 2017, 1-3pm, AD/SS 207**

**Academic Year 16-17: Bi-Monthly, 2<sup>nd</sup> & 4<sup>th</sup> Wednesday, 1-3pm, AD/SS 207**

August 24, 2016 ✓

Friday, September 2, 2016 *SPECIAL EMP/FMP 1-3pm* ✓

September 14, 2016 ✓

September 28, 2016 ✓

Friday, September 30, 2016 *SPECIAL EMP/FMP 11am-5pm* ✓

October 12, 2016 ✓

October 26, 2016 ✓

Friday, November 4, 2016 *SPECIAL EMP/FMP 8:30am-10:30am Cancelled*

November 9, 2016 ✓

November 23, 2016 *Cancelled*

December 14, 2016 ✓

January 25, 2017 ✓

February 8, 2017

February 22, 2017

March 8, 2017

March 22, 2017

April 12, 2017

April 26, 2017

May 10, 2017



JAN 25 2017



San Bernardino  
Valley College

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# MEMORANDUM

**To:** Dr. James Smith, Interim Vice President, Instruction   
**From:** Dr. Wallace Johnson, Dean, Social Science, Human Development & P.E. Division   
**Cc:** Ms. Diana Z. Rodriguez, President  
**Date:** January 25, 2017  
**RE:** Replacement of Philosophy/ Religious Studies Faculty- Professor Julius "Jack" Jackson

This request is to hire a full-time contract faculty member to replace Dr. Jack Jackson (Department of Philosophy/Religious Studies) who retired at the end of the Fall 2016 semester.

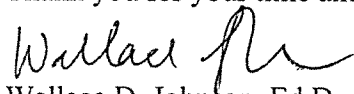
Based upon the *Flowchart for replacing a faculty member who has resigned or retired within the past two years*" (attached), the Department *meets* the following criteria for a full-time replacement for a faculty member who has resigned:

- The Department of Philosophy/Religious Studies received a *continuance* from the Program Review Committee (Spring 2016) (YES).
- The Department of Philosophy/Religious Studies offers an AA-T degree and the faculty are highly involved in facilitating the transfer of students to four-year institutions of higher education (YES).
- Based on Spring 2016 cost projection data, not replacing Dr. Jackson has resulted in **70 percent** of faculty load in the Department of Philosophy/Religious Studies being taught by adjunct faculty (YES). (See attached.)

The Department of Philosophy/Religious Studies provides an important part of the core general education curriculum at San Bernardino Valley College (SBVC), and filling the vacancy left by the retirement of our esteemed colleague Dr. Jackson will ensure the continued viability of the Department.

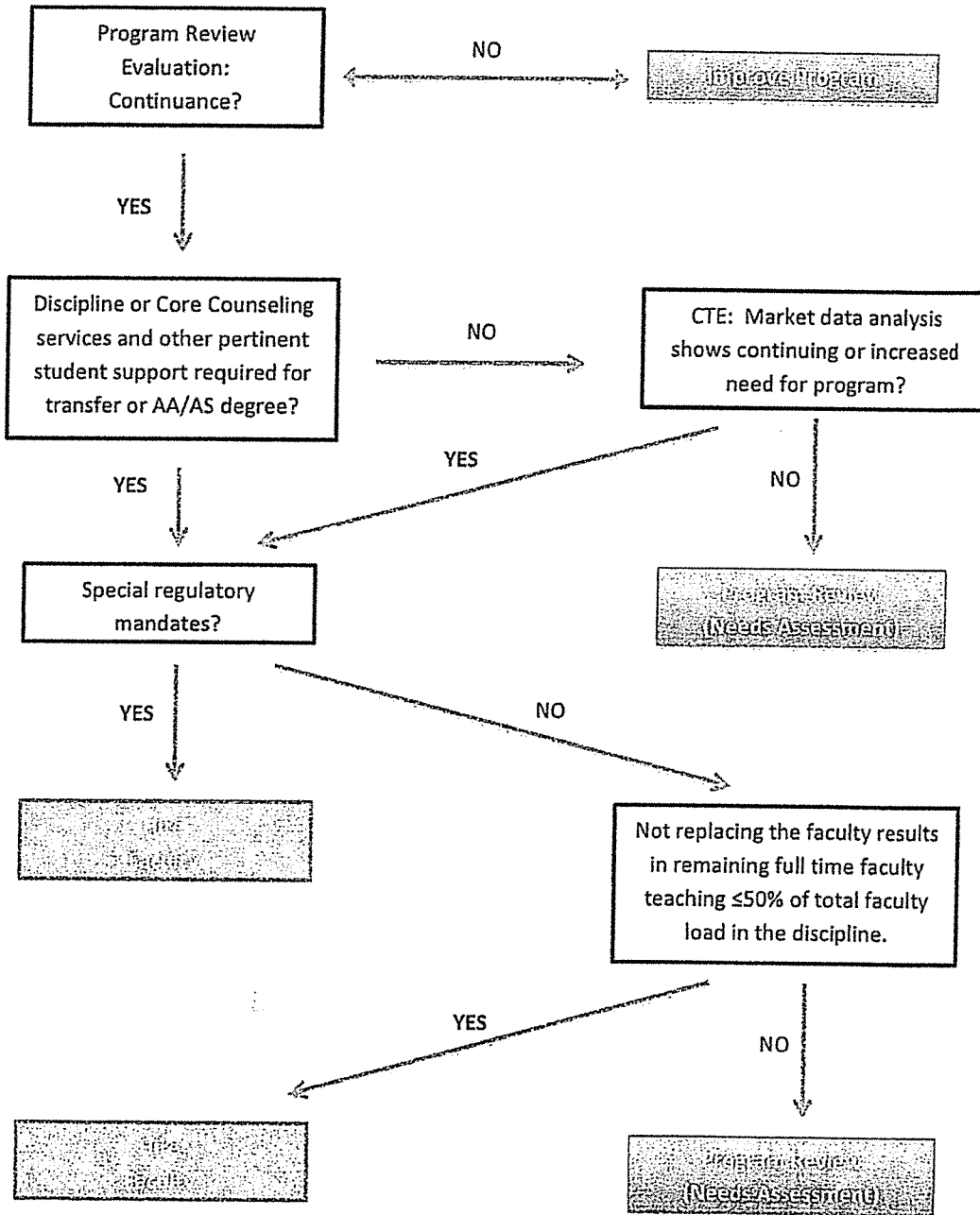
For reasons of expediency, the contract faculty in the Division of Social Sciences, Human Development and Physical Education and I request the hiring process for this position begin as soon as possible so that the successful candidate for this vacancy can begin teaching at SBVC in the Fall of 2017.

Thank you for your time and consideration of this request.



Wallace D. Johnson, Ed.D.  
Dean, Social Sciences, Human Development and Physical Education

**Flowchart for replacing a faculty member who resigned or retired within  
the past 2 years (to be reviewed in 2 years)**





San Bernardino  
Valley College

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and Culinary Arts  
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## MEMORANDUM

**TO:** Dr. James Smith, Interim Vice-President Instruction

**FROM:** Albert Maniaol, Dean, Applied Technology Division

**Cc:** Diana Z. Rodriguez, President

**Date:** February 1, 2017

**Re:** Request to Approve Changing our Part-Time Student Services Technician II Position to Full-Time Status

San Bernardino Valley College  
Office of the President  
RECEIVED ON  
FEB 06 2017

Our Division has a part-time (19 hours per week) Student Services Technician II position currently being held by Norma Alejandra Campos. The position is funded through the annual Perkins/CTE Transitions grant. The primary function of the position is to promote the CTE programs to high school, ROP's and the community to develop articulation agreements as well as dual enrollment for their students. Another important aspect of this position is to provide the necessary support and assistance for our CTE faculty and students in meeting the grant's core objectives.

In addition to the Perkins/CTE Transitions grant, we also oversee several state and federal grants such as the California Career Pathways Trust (CCPT), Prop. 39 Program Improvement Plan, USDA-NIFA, Trade Adjustment Assistance Community College and Career Training (TAACCCT) and now the Strong Workforce Program (SWP) grants. To assist me in their grant implementation, monitoring, coordination and data collections, we used to have a Professional Expert who provided me the support, however, they were limited in scope as there was no accountability and ownership of the assigned tasks and the limited number of work days the Professional Expert is allowed to work each fiscal year.

In this connection, I would like to request College Council to please consider approving the conversion of our part-time Student Services Technician II position to a full-time status absorbing the additional tasks of assisting me to oversee the performance and the reporting requirements of our grants. Funding sources will be from several grants.

I hope for your usual consideration and immediate favorable action. Thank you.