

**SBVC COLLEGE COUNCIL**  
**April 12, 2017 MINUTES**  
**PRESIDENT’S CONFERENCE ROOM, PS 229**  
**TIME: 1:00 PM – 3:00 PM**

**A= Absent**

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

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

**Guest(s):**  
Susan Bangasser  
Jessica Roblebo (ASB  
Representative)

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**CALL TO ORDER:**

1:05 p.m. Celia Huston called the meeting to order.

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**APPROVAL OF MINUTES**

Celia Huston entertained a **Motion to Approve** the **February 22, 2017 College Council Minutes**.

Rick Hrdlicka moved, Lorrie Burnham second. No discussion and the group voted as follows:

**AYES:** Huston, Burnham, Copeland, Ferri-Milligan, Hrdlicka, Hunter, Shabazz, Smith, Thomas, and Weiss

**NOES:** None

**ABSTENTIONS:** Stark

**ABSENT:** Aquayo, Beavor, Briggs, Carter, Cota, and Hamdy

**Motion Carried**

*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.*

Celia Huston entertained a **Motion to Approve the March 22, 2017 College Council Minutes**. Scott Stark moved, Lorrie Burnham second. No discussion and the group voted as follows:  
**AYES:** Burnham, Copeland, Ferri-Milligan, Hrdlicka, Hunter, Shabazz, and Smith  
**NOES:** None  
**ABSTENTIONS:** Huston, Thomas, and Weiss  
**ABSENT:** Aquayo, Beavor, Briggs, Carter, Cota, and Hamdy  
**Motion Carried**

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

None.

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

Celia announced that she attended the ACCJC conference; the group that attended will meet to participate in an overview of the conference. Celia learned that it is possible to submit a memo to ACCJC requesting approval of non-substantive changes to curriculum in which ACCJC will review and return a letter stating that there the program has incurred a non-substantive change which would then suffice the need of submission. Non-Credit and certificates of less than 16-units do not require non-substantive change submissions/proposals. A brief discussion occurred with regard to ACCJC approval and State of California approval, and the length of time that it takes for programs to then be offered. Suggestions were made to create a timeline for insertion in the Curriculum Handbook, as well as Faculty Handbook, which would outline the various submissions required and the approximate timeframes required to obtain approval. Celia indicated that the creation of would be conducted through the Curriculum Committee in conjunction with the Vice president of Instruction, and not a determination or process that would be need to be reviewed nor approved at College Council.

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

James reported that he attended a San Bernardino City Unified Schools planning session. The majority of the session was dedicated to pathway partnerships. SBCU is very interested in pathway partnerships with regard to diesel, machine trades, health professionals, cyber security and data science. Currently SBVC has a partnership with Pacific High School in which students attend SBVC through concurrent enrollment in the Diesel program.

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

Paula Ferri-Milligan shared that the Program Review committee is reviewing program efficacy reports. This year, the committee will be introducing an *Institutional Program Review Annual Report* that will include all efficacy documents, the needs assessment results and a transparent look at the process that the Program Review committee conducts.

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### **COMMITTEE REPORTS:**

#### **Enrollment Management – Ricky Shabazz**

Ricky reported that he, along with James Smith, are checking in with the Basic Skills and SSSP committees to obtain confirmation on the development of the integration plan that is due December 2017. Work groups, comprised of members of each respective committee, need to be formed by May 2017 so that the plan can be developed to meet the deadline – the timeline is further tightened due to the need to obtain approval through the shared governance process.

#### **Curriculum Committee – Mary Copeland**

CurricUnet will be replaced with CollegeLeaf <https://www.leepfrog.com/courseleaf/>. Ricky stated that CollegeLeaf was selected after an RFP process occurred and CollegeLeaf was the only vendor that indicated their software would integrate with the necessary software systems utilized by the district. Mary indicated that the Curriculum Committee is recommending the program at the next Academic Senate meeting, and requested that Ricky and James be present to answer any questions.

#### **CTA – Diana Hunter**

Negotiations under way with regard to concurrent enrollment; MOU special projects and grant.

#### **Technology Committee – Rick Hrdlicka**

Rick reports that as of July 1 the current Help Desk system will no longer be offered. Canvas will provide 24/7 help desk support to students, and faculty/staff support will be provided by a Help Desk put in place through Campus Technology Services. The District will begin utilizing ADP for payroll services; training should transpire soon with implementation of ADP in May 2017.

#### **Facilities and Safety Committee – Scott Stark**

The solar project discussed at the previous College Council meeting has been placed on hold indefinitely as the long-term cost of the program outweighed any savings that may have occurred.

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**OTHER:**

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Meeting adjourned at 1:55 p.m.

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**Next College Council Meeting: Wednesday, April 26, 2017, 1-3pm, AD/SS 107**

**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