

SBVC COLLEGE COUNCIL
February 14, 2018 MINUTES
PRESIDENT’S CONFERENCE ROOM, ADSS 208
TIME: 1:30 PM – 3:00 PM

A= Absent

Diana Rodriguez, SBVC President, Chair
Celia Huston, Academic Senate President, Co-Chair **A**
Santiago Castillo (ASG) **A**
David Bastedo **A**
Stephanie Briggs
Mary Copeland
Marco Cota
Grayling Eaton **A** CSEA Designee: Fermin Ramirez
Paula Ferri-Milligan
Rania Hamdy
Rick Hrdlicka
Kathryn Jaramillo
Sheri Lillard **A**
Terri Long

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

Guest(s):

CALL TO ORDER:

1:36 p.m. Scott Stark called the meeting to order.

APPROVAL OF MINUTES

Scott Stark entertained a **Motion to Approve the January 24, 2018 College Council Minutes**. Rick Hrdlicka moved, Marco Cota second. No discussion and the group voted as follows:

AYES: Briggs, Copeland, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Jaramillo, Long, Ramirez, Smith, Stark, Thayer, Thomas, and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Castillo, Huston, and Lillard.

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.

ANNUAL PROGRAM REVIEW FUNDING – SCOTT STARK

Scott presented two handouts (see attachments):

- Program Review Funding Assumptions
- Program Review Needs Fall 2017 Funding Worksheet

The Program Review Funding Assumptions are as follows:

1. Funding is one-time money for this year only.
2. Expecting facilities list, all items must be purchased and installed this fiscal year – no carry over.
3. Not to exceed 10% increase, everything included. Administrative Services will work with the requesting department to reduce scope if possible in order to proceed with purchase.
4. To keep maximum expenditure of \$450,000, the funded list maximum is set at \$409,000.

Scott explained the parameters of the worksheet with the following points:

- Categories of funding are budget, equipment, technology and facilities & safety
- Items shaded in PINK will be funded from instructional supply funds

After discussion, it was determined that items 1-3 have already been funded this year through student equity. Paul Ferri-Milligan requested that the items carryover to next year as student equity funds are not guaranteed.

Scott made adjustments to the BUDGET ITEMS section of the worksheet as follows:

1	Tutors/Professional Experts	\$155,520	SIs Across the Disciplines	\$ 50,000.00	Carry over to next year
2	Faculty Coordination (Reassigned Time for Writing Center Lead Instructor)	\$14,000	SIs Across the Disciplines	\$ 14,000.00	Carry over to next year
3	Adjunct Faculty Mentors	\$46,000	SIs Across the Disciplines	\$ 46,000.00	Carry over to next year

Items 7, 9, and 10 will be funded if money is available. Item 8 will establish a budget of \$1000 for the Art Gallery.

Item 1 of the EQUIPMENT ITEMS section will be funded at \$115,000 total.

Items 1, 2 and 3 of the TECHNOLOGY ITEMS section will be funded at \$85,000 total.

Items 1-5 of the FACILITIES and SAFTEY ITEMS section will be funded at \$98,000 total.

Scott Stark entertained a **Motion to Approve the establishment of a \$1000 ongoing budget for the Art Gallery.** Paula Ferri-Milligan moved, Terri Long second. No discussion and the group voted as follows:

AYES: Briggs, Copeland, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Jaramillo, Long, Ramirez, Smith, Stark, Thayer, Thomas, and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Castillo, Huston, and Lillard.

Motion Carried

Scott Stark entertained a **Motion to Approve the FINAL Program Review Needs Fall 2017 Funding Worksheet.** Scott Thayer moved, Rania Hamdy second. No discussion and the group voted as follows:

AYES: Briggs, Copeland, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Jaramillo, Long, Ramirez, Smith, Stark, Thayer, Thomas, and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Castillo, Huston, and Lillard.

Motion Carried

Attached is the **FINAL Program Review Needs Fall 2017 Funding Worksheet.**

UPCOMING/FILLING POSITIONS – D. RODRIGUEZ

Diana reported that 26 management/faculty/classified positions had been announced by Human Resources, and were recently pulled. The reason that they were pulled is that it was discovered that a Title V requirement was not posted on the job announcements. Human Resources is rectifying the issue with job announcement updates, and the positions will be re-announced.

PRESIDENT’S REPORT – D. RODRIGUEZ

Diana reported that she attended the Chancellor’s cabinet this morning. During the cabinet, Diana was informed that CHC has put forward a request to TESS regarding auto-placement on the waitlist. Diana would like us to consider as well as we share students with CHC and the same waitlist policies should be district-wide. Currently, if a class opening arises, a student is sent an

email notice that they have 48 hours to accept the class. If the student does not accept, the offer is extended to the next student on the list, and so on, until a student accepts. Diana asks the council members to consider, discuss with their constituents, and report at the next meeting.

Diana introduces Terri Long, Interim Vice President of Instruction.

Diana gives thanks to members of the council that are working on and participating with the multiple meetings for the NSF/HSI Grant – a district-wide grant proposal for 1.3-1.5 million over 2-3 years.

Diana reports that we are currently 150 FTS over targets. Last night, an error was made in Admissions and Records that had accidentally dropped 7000-7500 students from both SBVC and CHC. The issue has been corrected, and CANVAS restored. IT is researching the issue to ensure that it does not happen again. Kudos to everyone for working into the evening to correct.

Last week, Diana, along with Scott Thayer and James Smith, submitted the Integrated Plan to the Board of Trustees. Diana indicated that we are all making tremendous progress on what we said we would do. In the majority of the categories, SBVC has met or exceeded the goals. Diana will bring the FINAL document to the next council meeting.

Chancellor Baron wrote an article regarding the College Promise that was published in February 6, 2018 in the *Redlands Daily Facts* and the *San Bernardino Sun*. Diana recommends reading the article: <https://www.redlandsdailyfacts.com/2018/02/06/keeping-californias-promise-to-community-college-students/> <https://www.sbsun.com/2018/02/06/keeping-californias-promise-to-community-college-students/>

Diana reported that she attended the *Community College League of California 2018 Annual Legislative Conference* in Sacramento. Diana was disappointed to learn that Proposition 51 funds were provided around the state but that the Inland Empire seemed to have been left out of the distribution. Diana spoke with the elected officials specifically about the Applied Technology building on campus with regard to purchasing high-tech, state-of-the-art equipment and placing into a dilapidated building ill-equipped to handle. Diana reports that they heard her message, as well as the message from the SBCCD Board members that attended. Local elected officials have sent letters on our behalf to the Department of Finance and the Governor with regard to funding assistance needed at SBVC.

The District Budget Committee is starting to talk about a new way to allocate funding based on the re-model coming from the State. If any of us are on the District Budget Committee, it is very important that you participate in those meetings.

Earlier today the District, along with the consultants, released the Compensation Study for all classifications. Diana encourages everyone to connect with their constituent groups to obtain the results of the study. Human Resources will also be posting the information on the HR website.

VICE PRESIDENTS' REPORTS – S. STARK; J. SMITH; S. THAYER

ADMINISTRATIVE SERVICES

Scott Stark is currently working on the developmental budget. There is a change in part-time calculations in that, rather than Scott make the calculations for adjunct faculty, now each program will have to project their program faculty load for the academic year. Scott is currently working with Terri Long to include overload.

STUDENT SERVICES

Scott Thayer thanked those who provided feedback regarding the DROP situation that occurred the prior evening.

The SMR and FALL registration date is APRIL 16. Student Services is preparing for the increase in enrollment.

INSTRUCTION

Terri thanked everyone for the welcome, and expressed that her door is open to ALL. James Smith informed everyone that he and Terri are currently transitioning the VPI work, including the work ready/work experience project. James announced that the schedule timeline is currently on track, though there is a slow down on a printed-version of the schedule.

ACCREDITATION AND STUDENT LEARNING OUTCOMES – C. HUSTON

In Celia's absence, Kay Weiss informed the group that a guide/handbook on SLO/Assessments is currently in the progress. SLOs will now be on the course outline of record. There are discussions with regard to the role of the SLO committee - do we approve SLOs before they reach the curriculum committee? Will there be an SLO approval path in Curricunet? Once these items are determined, we can provide a further update.

EDUCATIONAL MASTER PLAN and STRATEGIC PLANNING – J. SMITH

James reported that they are currently working on measuring outcomes.

PROGRAM REVIEW – P. FERRI-MILLIGAN

Paula reported that Program Efficacy is underway – all departments have their new forms based on the strategic initiative. Two workshops were held to assist with the new forms.

COMMITTEE REPORTS:

No report.

OTHER:

Rania Hamdy announced a New Employee Luncheon, catered by the Sun Room, will be held on April 13, 2018 – there have been 125 new hires in the last two years.

Kathryn Jaramillo announced that the Classified Connection Week will be held June 4-7, 2018.

Cassandra Thomas announced that the CSEA Contract has been ratified.

Meeting adjourned at 2:45 p.m.

Next College Council Meeting: Wednesday, March 14, 2018

Academic Year 17-18: Bi-Monthly, 2nd & 4th Wednesday, 1:30-3:00pm, AD/SS 207

Remaining Academic Year 17-18 Meetings:

Wednesday, March 14, 2018

Wednesday, March 28, 2018

Wednesday, April 11, 2018

Wednesday, April 25, 2018

Wednesday, May 9, 2018

Wednesday, May 23, 2018