

SBVC College Council MINUTES October 9, 2013

Gloria Fisher, SBVC Interim President, Chair A	Rick Hrdlicka
Jeremiah Gilbert, Academic Senate President, Co-Chair	Celia Huston
Brandon Brown	Haragewen Kinde
Joe Cabrales	Sheri Lillard
Marco Cota A	James Smith
Colleen Gamboa	Scott Stark
Rania Hamdy	Cassandra Thomas
Leticia Hector	

TOPIC	DISCUSSION and ACTION
Approval of September 11, 2013 minutes	Rick motioned to approve the minutes, Joe second, Colleen abstained, all were in favor and the minutes were approved.
Mission, Values and Vision Statement – J. Gilbert	<p>The group was tasked to go back to their constituencies to work in review the statements and bring feedback to the group or reaffirm. Accreditation committee recommended removing "that" from the start of each statement and the technology committee suggested the addition of a few words to four of the statements (see attached).</p> <p>Jeremiah requested a motion to approve the Mission, Values, and Vision Statement with the recommendations to remove the word "that" throughout the statement, include Technology Committee revisions and change the word "consistently" on the statement to "regularly". Celia motioned to approve, James second the motion, all were in favor and the motion was carried.</p>
Committee Evaluation Form Update – J. Smith	James and Dena are working on the first draft and will send it to the group for the next meeting.
AP2225: Academic Senate Budget Committee Approval Update – J. Gilbert	Jeremiah advised the group, Academic Senate approved adding the Budget Committee to AP2225. They will meet today to review the membership and charge along with Crafton's model and report recommendations back to this group and then to District Assembly for final approval.
Ethics Statements: <ul style="list-style-type: none"> • Managers • CSEA • Classified Senate • ASG 	<p>As information items, received at the meeting were the ethics statements for Managers, CSEA and Classified Senate. Colleen will look into the reaffirmation of the CSEA ethics statement since its adoption in 1954. Brandon advised the group that he has not been able to locate a student's ethics statement; he has drafted an ethics statement with the ASG body and will email it to Stacy for inclusion on the agenda when it is complete.</p> <p>Discussion ensued regarding the housing of all ethics statements and consensus among the group was to publish them online on the same page with the mission, values and vision statement. The ethics statements will be sent to Stacy who will compile them all and link them to the website.</p>

<p>SBVC Technology Plan – R. Hrdlicka</p>	<p>Rick presented the Technology Plan draft to the group. The objectives in the plan are a reference of those in the Strategic Plan and other objectives have been recommended for addition to the Strategic Plan. The goals and objectives of the Strategic Plan align with the goals and strategies of the Technology Plan. Rick requested approval of the plan.</p> <p>Jeremiah requested a motion to approve the plan as presented, James motioned to approve the plan, Celia second the motion, all were in favor and the motion was carried.</p>
<p>Strategic Planning – J. Smith</p>	<p>James reported that the sub-committee met and reviewed the goals and objectives to come up a historical perspective of planning on campus. The committee will meet tomorrow and a draft will be ready to present at the next meeting. Goals have been reduced to six to eliminate redundancy and streamline for better efficiency.</p>
<p>Committee Reports</p>	<p>Shari reported Needs Assessment process is in progress to meet the November 1st deadline. A draft form will be sent out to the Vocational Program areas for feedback before November for implementation of the mini review cycle in spring.</p> <p>James reported that Research is reviewing a one page EMP for standard formatting. Enrollment Management recently presented the score card to the board of trustees.</p> <p>Rania reported on the Great Teachers Retreat planning and the reorganization of the Professional Development website.</p> <p>Cassandra reported on the revision of the Classified Senate constitution, the concession stand revenue status, the passing of a Professional Development Resolution, and the progress of delineation duties.</p> <p>Scott reported on the Facilities & Safety committee and the prioritization of the facility needs brought forward by the program review process.</p> <p>Haragewen reported on that the Basic Skills report is complete and James gave a brief summary of the data and findings.</p>

	<p>Celia reported on the progress of the rough draft for the Accreditation Sub-standards. The first draft of Standard II will be reported to this body on the 23rd and will be emailed out to the campus. The first forum will be held November 8th and forums will be held every two weeks thereafter. The feedback from the forums will be compiled over the winter break with a full draft out to campus in January. The process for instructional SLO's for courses and programs has been solidified. She also reported on the progress of core competencies.</p> <p>Brandon reported on the participation of the Mayoral Candidate Fair and thanked all those who participated. He reported on upcoming events: Red Ribbon Week, monthly open mic, and the HACU Conference.</p> <p>Jeremiah reported on the EAP MOU, the Plenary Session Conference, Curriculum, and the upcoming elections/nominations.</p>
OTHER:	

Campus Technology's review and edits for the Mission, Values and Vision Statement:

To report to College Council at the October 9th meeting

Technology committee recommends that the following changes be made to the Values Statements:

- Plans and decisions must be data driven, **evaluated consistently** and based on an informed consideration of what will best serve students and the community.
- That students succeed best when **following a personalized educational** plan and when enrolled in classes that meet their interests and goals, and match their level of academic preparedness.
- That students learn best on a campus that is **accessible**, student-centered and aesthetically pleasing **and offers places for interaction.**
- That all members of our campus community are entitled to learn and work in an environment that is **accessible**, free from physical, verbal, sexual, and/or emotional threat or harassment.

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SBVC Mission: San Bernardino valley College provides quality education and services that supports a diverse community of learners.



California School Employees Association Code of Ethics

School employees who are in daily contact with many phases of educational work should be persons whose conduct is beyond reproach, and who sincerely believe in the advancement of education and the betterment of working conditions; therefore, the California School Employees Association proposes this Code of Ethics as a standard for its members.

As a school employee I will:

- I. Be proud of my vocation in order that I may use my best endeavors to elevate the standards of my position so that I may merit a reputation for high quality of service—to the end that others may emulate my example.
- II. Be a person of integrity, clean speech, desirable personal habits, and physical fitness.
- III. Be just in my criticism and be generous in my praise; to improve and not destroy.
- IV. At all times be courteous in my relations with pupils, parents, teachers, and others.
- V. Be a resourceful person who readily adapts to different kinds of work and changed conditions and finds better ways to do things.
- VI. Conduct myself in a spirit of friendly helpfulness to my fellow employees to the end that I will consider no personal success legitimate or ethical which is secured by taking unfair advantage of another.
- VII. Associate myself with employees of other districts for the purpose of discussing school problems and cooperating in the improvement of public school conditions.
- VIII. Always uphold my obligations as a citizen to my nation, my state, my school district, and my community, and give them unswerving loyalty.
- IX. Always bear in mind that the purpose of CSEA is to promote the efficiency and raise the standards of all school employees and that I shall be equally obligated to assist all my fellow workers.

—Adopted July 1954

Campus Technology Strategic Plan

2013-2016



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San Bernardino Valley College



San Bernardino Valley College (SBVC) is a comprehensive community college offering a full range of degrees, transfer programs to four-year institutions, and certificates in a wide range of careers. Fully accredited through 2014, SBVC is a regional leader in career and technical education with programs in computer and information technology, graphic arts, computer science, nursing, automotive, machine trades, welding, electrical, and dozens more. Weekend, online, evening, short-term, and distance-learning classes are available along with classes in Big Bear.

For more information, visit www.valleycollege.edu, follow campus news on Facebook and Twitter, or call (909) 384-4400. The college is located at 701 S. Mt. Vernon Avenue, San Bernardino, CA 92410.

Vision

San Bernardino Valley College will become the college of choice for students in the Inland Empire and will be regarded as the "alma mater" of successful, lifelong learners. We will build our reputation on the quality of our programs and services and on the safety, comfort, and beauty of our campus. We will hold both our students and ourselves to high standards of achievement and will expect all members of the college community to function as informed, responsible, and active members of society.

Mission

San Bernardino Valley College provides quality education and services that support a diverse community of learners.

Challenges and Opportunities

SBVC is facing challenges in funding, competition, changing demographics, escalating constituent expectations, underprepared students, and a growing demand for access to online educational services. As with all higher education institutions, SBVC is affected by an extraordinary level of change, especially in the area of technology. The ever-increasing rate of change requires that SBVC continuously monitor the horizon for emerging trends for future success while maintaining the delivery of quality education services to their current constituents.

Transforming these challenges into opportunities is the fundamental goal of the SBVC IT Strategic Planning effort.



Goals for Success (2013–2016)

This Campus Technology Strategic Plan describes SBVC's direction for technology through the adoption of goals that are designed to move the institution toward its future vision for technology. The remaining sections in this plan explain the process used to develop these goals, for example, introduction of the supporting strategies for each goal, demonstration of alignment with the Campus Strategic Master Plan, District's Planning Imperatives, and an implementation plan for each goal and supporting strategy.

- Goal 1.** Provide exemplary technology resources and support while maintaining fiscal and environmental responsibility.
- Goal 2.** Support the Online Program Committee's Plans and Goals.
- Goal 3.** Encourage partnerships and promote awareness with businesses, other organizations, and the surrounding community.
- Goal 4.** Collaborate with the District on projects that are beneficial to all.
- Goal 5.** Work cooperatively through the Office of Professional Development to provide appropriate technology training.
- Goal 6.** Identify and meet accessibility standards set by Section 508.

The SBVC Campus Technology Strategic Plan

Purpose

The SBVC Technology Strategic Plan provides a comprehensive roadmap for utilizing technology to improve the overall performance of the institution. The three-year plan presents focused goals and supporting strategies which will move the institution closer to realizing its vision.

Process

This plan is built on a foundation of IT strategic planning that began at SBVC in 2001. Each plan has enabled SBVC to navigate the changing environment and successfully position itself for the future. This plan has been modified regularly since its inception, and this particular version has been revised and updated by the Technology Committee during the 2012-2013 academic year and finalized in the Fall of 2013. It will remain in place until June 2017, when it will be evaluated once again.

SBVC's Technology Committee is responsible for developing and maintaining the IT Strategic Plan. It is charged to explore and encourage innovation in the use of technology, including the support and training of faculty and staff in the use of technology for academic and management applications.

Technology Committee Members 2012-2013

Hrdlicka, Rick (Co-Chair)	Director, Campus Technology Services
Bastedo, Dave (Co-Chair)	Professor, Biology
Batalo, Mandi	Assistant Professor, Art
Blecka, Lori	Associate Professor, Mathematics
Bojorquez, Ana	Assistive Technology Specialist, Disabled Students Program and Services
Dillard, Kristin	Assistant Professor, Mathematics
Flaa, Jonathan	Media Specialist, Campus Technology Services
Jackson, Jack	Professor, Philosophy/Religious Studies
Jackson, Mona M.	Professor, Computer Information Technology
Jefferson, Kimberly	Assistant Professor, Reading and Study Skills
Manzo, Berenice	Counselor, HSI STEM Pass Go
McGinnis, Odette	Interim Dean, Mathematics, Business and Information Technology
Powell, Mike	Assistant Professor, Physical Education
Race, Steven	Senior Media Specialist, Campus Technology Services
Roseli, Gabriel	Technology Support Specialist II, Campus Technology Services
Sims, Jeremy	Director, District Technology Services
Trejo, Sam	Interim Coordinator, Financial Aid
Sogomonian, Nori	Acting Coordinator, Professional Development
Stark, Scott	Interim Vice President, Administrative Services
Wall, Patti	Associate Professor, Library and Learning Support Services

Technology Vision

Students, faculty, and staff will have universal access to the tools and resources of current and emerging technologies, and the expertise to use them effectively for the process of learning

Technology Mission

The Technology Committee is the bridge that crosses the digital divide for students, faculty, and staff by providing and implementing a plan for universal access to technology.

Technology Guiding Values

We value:

- Effective training and professional development
- Development of technologically literate students, staff and faculty
- Effective use of technology that will positively influence the community
- Partnerships with our community
- A climate of continuous improvement
- Exploration of emerging technologies
- That the District and Campus Technology Services provide exemplary support to the campus community.
- Fulfilling the technological needs of the campus community

Goals and Supporting Strategies

In 2013 the Technology Committee revised the goals and the supporting strategies to reflect accomplishments and changing needs.

Goal 1. Provide exemplary technology resources and support while maintaining fiscal and environmental responsibility.

Supporting Strategy:

- 1.1. Maintain the processes for determining the technology needs of students, faculty, staff, and administrators and incorporate the data into technology planning.
- 1.2. Maintain, and adhere to minimum standards for classroom technology.
- 1.3. Provide faculty with the latest information on the trends in emerging technologies.
- 1.4. Update and develop current web-based services on an ongoing basis.
- 1.5. Provide an open, yet secure, network that allows reliable accessibility while providing confidentiality of information.

Goal 2. Support the Online Program Committee's Plans and Goals.

<http://www.valleycollege.edu/about-sbvc/campus-committees/additional-committees/online-program/opcplan>

Supporting Strategy:

- 2.1 Curriculum and instruction
- 2.2 Faculty support
- 2.3 Student support
- 2.4 Evaluation and assessment

Goal 3. Encourage partnerships and promote awareness with businesses, other organizations, and the surrounding community.

Supporting Strategy:

- 3.1. Develop technology-related partnerships with local businesses, organizations, and agencies.
- 3.2. Promote activities and events that connect local businesses with SBVC students.
- 3.3. Develop partnership opportunities with feeder schools, colleges, and universities.
- 3.4. Promote community awareness of SBVC technology resources.
- 3.5. Review local and national trends in technology to drive program development.
- 3.6. Work with vendors to provide student discounts for educational technology.

Goal 4. Collaborate with the District on projects that are beneficial to all.

Supporting Strategy:

- 4.1. Identify, implement, and support electronic communication tools that serve all of our users.
- 4.2. Develop initiatives that promote district wide benefits.

- 4.3.Ensure communication among students, faculty, staff, administrators, and consultants with regard to technology.
- 4.4.Maintain communication mechanisms that connect campus technology with district computing.

Goal 5. Work cooperatively through the Office of Professional Development to provide appropriate technology training.

Supporting Strategy:

- 5.1.Provide appropriate technology training opportunities for all SBVC personnel through the use of diverse delivery methods that provide access to all.
- 5.2.Encourage the development of curriculum that prepares our students for success with web-based and web-enhanced courses.
- 5.3.Provide individualized technology training for faculty and staff.
- 5.4.Provide access to conferences through alternative methods.

Goal 6. Identify and meet accessibility standards set by Section 508.

Supporting Strategy:

- 6.1.Provide accessible systems to the campus community.
- 6.2.Maintain standards for accessibility for all institutional websites to ensure compliance.
- 6.3.Provide accessibility training to faculty and staff.
- 6.4.Provide training in the use of accessibility software where needed.

Alignment of Technology Goals and Strategies with San Bernardino Community College District’s Planning Imperatives

This table demonstrates the alignment of the six SBVC technology strategies with the San Bernardino Community College District’s (SBCCD) planning imperatives.

SBCCD Planning Imperatives		1. Implement policies, programs, and innovative practices that make learning the highest priority.	2. Create an educational environment open to diverse backgrounds and learning styles.	3. Sustain joint efforts with other educational segments in the region to advance student learning and success.	4. Foster relationships with business and community partners and forge new partnerships to meet marketplace demands.	5. Design, implement, evaluate, and maintain technological currency in education and training.
SBVC Technology Goals						
1.	Provide exemplary technology resources and support while maintaining fiscal and environmental responsibility.	✓	✓			✓
2.	Support the Online Program Committee’s Plan.	✓	✓			✓
3.	Encourage partnerships and promote awareness with businesses, other organizations, and the surrounding community.			✓	✓	
4.	Collaborate with the District on projects that are beneficial to all.	✓	✓			
5.	Work cooperatively through the Office of Professional Development to provide appropriate technology training.	✓	✓			✓
6.	Identify and meet accessibility standards set by Section 508.		✓			

San Bernardino Valley College's Educational Master Plan Objectives for 2013-2016

The Technology Plan aligns with San Bernardino Valley College's Educational Master Plan (EMP). The EMP's Technology Objectives will be listed in this section once complete.