

## SBVC College Council MINUTES May 14, 2014

Gloria Fisher, SBVC Interim President, Chair  
 Algie Au, Acting Academic Senate President, Co-Chair  
 Brandon Brown **A**  
 Marco Cota  
 Colleen Gamboa **A**  
 Rania Hamdy  
 Leticia Hector  
 Rick Hrdlicka

Celia Huston  
 Haragewen Kinde  
 Sheri Lillard  
 Ricky Shabazz  
 James Smith  
 Scott Stark **A**  
 Cassandra Thomas

TOPIC	DISCUSSION and ACTION
<p>Approval of April 16, 2014 minutes</p>	<p>Dr. Fisher entertained a motion to approve the April 16<sup>th</sup> meeting minutes, Rick moved, Marco second, and the group voted as follows:</p> <p>AYES: Fisher, Au, Cota, Hamdy, Hector, Hrdlicka, Huston, Lillard, Shabazz, Smith, Thomas            NOES: None            ABSENT: Brown, Gamboa, Stark            ABSTENTIONS: Kinde</p>
<p>Urgent Emerging Funding Needs Request:</p> <ul style="list-style-type: none"> <li>Pharmacy Tech/Science – S. Bangasser</li> </ul>	<p>Dr. Bangasser along with Susan McDaniel proposed approval of funds totaling \$2,675. 00. \$475.00 will fund the application fee (July 1, 2015) for processing a request for accreditation for the Pharmacy Technician program. \$2220.00 will fund the accreditation fee for the program in January (six months after the initial application process). The State agencies, American Hospital Association and the Pharmacy Technician Certification Board now require all Pharmacy Technician programs be accredited by 2015.</p> <p>After a brief discussion, Dr. Fisher entertained a motion to approve funding as presented. Sheri moved, James second. Discussion ensued regarding the impact on adjunct faculty and faculty to sustain the growth of the program down the road, and ongoing costs. Algie requested a friendly amendment to include: approval based on the current request only with the total amount pending approval of an accreditation application process (\$475.00).</p> <p>The group voted as follows:</p> <p>AYES: Fisher, Au, Cota, Hamdy, Hector, Hrdlicka, Huston, Kinde, Lillard, Shabazz, Smith, Thomas            NOES: None            ABSENT: Brown, Gamboa, Stark            ABSTENTIONS:</p>

Department Ownership of Computer Labs - R. Hrdlicka

As discussed in previous meetings with regards to the ownership of computer labs, Rick presented proposed language (on behalf of Wayne Bough, CHC Technology Services and himself) to AP/BP 4040 (see attached for verbiage) currently being drafted and proposed with the other board policies by District Assembly. The proposed language addition to the AP will help sharpen the policy on printing and the hared use of printers in computer labs. The language will cover issues with DSPS and charging students. This will be a reduction in costs to students then what they are currently charged. Rick has been looking at different printing vendors to for printing programs to use on campus. He requested the group endorse the proposed language as presented to bring forward to District Assembly.

After a lengthy discussion with regard to making recommendations to, and representation on District Assembly, the possibility of creating a new BP/AP that is specific to technology services, and working CHC to insure both campuses are on the same page, consensus was to add the topic to the agenda in August for further discussion.

Strategic Planning – J. Smith

James addressed the Strategic Plan and Planning Model with the group. The last working draft of the Strategic Plan is posted on the website under the president's planning page; edits and recommendations have been received and continue to be added to the draft. He informed the group of two issues with the planning model, 1) the identification of the community and business input 2) College Council needs to have a more central role on the model (see attached). It does not reflect our current model. Discussion of the model ensued among the group with regard to necessary changes to the document. He recommended updating the document to capture our current process.

After a lengthy discussion, Celia motioned to open the planning model document and charge the Research & Planning department with creating a set of planning models during the summer to bring back in the fall for further review and discussion with Academic Senate and College Council, Rick second the motion.

The group voted as follows:

AYES: Fisher, Au, Cota, Hamdy, Hector, Hrdlicka, Huston, Kinde, Lillard, Shabazz, Smith, Thomas

NOES: None

ABSENT: Brown, Gamboa, Stark

ABSTENTIONS:

<p>Student Equity Plan – J. Smith</p>	<p>James informed the group that presentations which includes data have been made to a number of groups on campus including Academic Senate. James will work with the VP Student Services to develop a working draft of the plan to bring back in August for discussion and feedback from Academic Senate and other constituencies.</p> <p>The difference between the current plan and plans in the past is this plan has a budget attached to it which relates to Student Services. Ricky elaborated on the spending restrictions of the budget. James and Ricky requested any feedback or input be sent to either one of them.</p>
<p>SBVC Planning Model – J. Smith</p>	<p>See Strategic Planning above.</p>
<p>Academic Integrity Policy – A. Au</p>	<p>As part of the 10+1 rule, Academic Senate approved the Academic Integrity Policy in that policy Academic Senate would like to include an Academic Dishonesty Incident Report (attached). The first page is an optional contract for students to sign stating that they read the district and college policy regarding academic dishonesty. The Senate is requesting input on where the report should be housed. Ricky recommended as part of best practices that any student disciplinary infractions be housed in Student Life and also noted that the incident report should coincide with board policy 5500 and follow the same process of all student disciplinary infractions; Haragewen agreed with the recommendation made by Ricky.</p> <p>Sheri requested a motioned to implement a process for the academic dishonesty incident report form to follow the same process and pathway that the disruptive student behavior form currently follows, Leticia second the motion. Celia requested a friendly amendment to include the endorsement of the form by the group, Rick second the motion and the group voted as follows:</p> <p>AYES: Fisher, Au, Cota, Hamdy, Hector, Hrdlicka, Huston, Kinde, Lillard, Shabazz, Smith, Thomas  NOES: None  ABSENT: Brown, Gamboa, Stark  ABSTENTIONS:</p>
<p>Student Services Success Plan – R. Shabazz</p>	<p>As the Academic Senate has reviewed and approved the Student Success Plan (attached), Ricky brought the plan forward to the group for review.</p> <p>Rick motioned to approve the plan as presented, James second the motion and the group voted as follows:</p> <p>AYES: Fisher, Au, Cota, Hamdy, Hector, Hrdlicka, Huston, Kinde, Lillard, Shabazz, Smith, Thomas  NOES: None  ABSENT: Brown, Gamboa, Stark  ABSTENTIONS:</p>

Diversity Committee Proposal – R. Shabazz	Ricky informed the group that he will assign the director of Student Life as co-chair of the Arts, Lectures & Diversity Committee and include in the membership, Student Life Activities Coordinator.
AP2225 – R. Shabazz	<p>Ricky reviewed the updates and edits to the committee charges and membership of the Student Service committees under the Vice President of Student Services.</p> <p>Celia motioned to approve the AP2225 as presented by Ricky with a friendly amendment to change the committee name “Student Success Committee” to “Student Success and Support Committee” as approved by Academic Senate. James second the motion and the group voted as follows:</p> <p>AYES: Fisher, Au, Cota, Hamdy, Hector, Hrdlicka, Huston, Kinde, Lillard, Shabazz, Smith, Thomas          NOES: None          ABSENT: Brown, Gamboa, Stark          ABSTENTIONS:</p>
Committee Reports	<p>Shari updated the group on the efficacy recommendations for spring 2014, proposed meeting dates and the 4-year program efficacy rotation (attached). The program review needs list will be finalized and go out to campus by Dr. Fisher.</p> <p>Leticia updated the group on curriculum. There are now 14 state-approved TMC’s (attached) and our goal for TMC’s has been achieved at 117% making us number five state wide.</p>
<b>OTHER:</b>	<p>Dr. Fisher informed the group that the district is still under a soft hiring freeze and updated the group on the status of vacancies. There is a need to look at vacancies globally for productivity, wish, and load to determine where the greater need on campus is. If positions are filled as they stand, one semester contracts will be done. All of the needs of the campus will be reviewed including program review.</p> <p>Dr. Fisher updated the group on the status of the emergent urgent needs fund request for the welding department. All of the project can be covered with Measure M bond funds. The project requires the use of heavy equipment which requires DSA approval and cannot be started until after this fiscal year. The debris between fences will be taken care of immediately and fencing materials have been authorized for purchase and installation immediately.</p>