

SBVC College Council MINUTES November 13, 2013

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

TOPIC	DISCUSSION and ACTION
Approval of October 23, 2013 minutes	Rick motioned to approve the minutes, Casey second, all were in favor and the minutes were approved.
Student Success Media Academy Proposal – D. Dusick	<p>Diane Dusick requested funding in the amount of \$8,866 to assist with the funding of student internships for the RTVF program (see attached executive summary and cost breakdown). The funds requested would fund internships for the spring 2015 semester. Diane also informed the group that she has also submitted the request for needs assessment.</p> <p>Discussion among the group ensued and Dr. Fisher requested a motion to approve request for funding of \$8,866 as presented by Diane Dusick to fund interns for the media academy for spring 2015, there was no action. Jeremiah made a motion to return to this in the spring once the results of program review are known, James second the motion, all were in favor and the motion carried.</p>
Committee Evaluation form update – J. Smith	Tabled
Strategic Planning – J. Smith	<p>James reviewed the Strategic Plan Draft 3.3 with the group. He reviewed strategic goals, objectives and strategies for access, student success, communication/culture & climate, leadership & professional development, facilities, and effective evaluation & accountability with the group (attached). He asked the group to share the draft with their constituent groups and send recommendations for measuring goals and sub-goals to him. Dena will send an email with the link to the full document to the group. Discussion among the group ensued with regard to needed edits to the document, basic skills percentages, and program identification. James will report back at the next meeting with recommendations included. The goal is to measure our progress toward achieving goals (identify objectives for goals, calculate benchmarks, and finally agree on a 5 year goal and annual target).</p>

11.84

<p>Capital Outlay for Middle College portables – S. Stark</p>	<p>Scott requested one time funds of \$60,000 to renovate the Middle College portables. The funds will be used for fencing a secure place to store AV carts, doors to create a functional fluent space for Campus Technology operations, and building walls and doors for classroom to office conversion.</p> <p>Discussion among the group ensued with regard to building square footage, AC, and residency. Dr. Fisher requested a motion to approve requested funds of \$60,000 to renovate the MCHS portables. Scott motioned to approve, Jeremiah second, brief discussion ensued on the availability of other funding sources, all were in favor and the motion carried.</p>
<p>Funding Campus Needs flow chart – S. Stark</p>	<p>Scott presented the first draft of the funding campus needs flow chart to the group. This flow chart will be one of the items listed in the Organizational Handbook. Discussion among the group ensued with regard to necessary edits. Scott will make edits to the chart and bring back to the group at the next meeting. Dr. Fisher suggested the document be taken to constituent groups for discussion and input. Scott will send the flow chart out electronically after modifications have been made.</p>
<p>Committee Reports</p>	<p>Celia informed the group that the Accreditation and SLO plan has been launched in all divisions. There will be small group workshops on accreditation during the spring in-service day.</p> <p>Haragewen discussed projects funded through basic skills.</p>
<p>OTHER:</p>	
<p>Fund Balance Report – S. Stark</p>	<p>Scott handed out and reviewed the SBVC Fund Balance report as of 11/12/13 (attached). This will become a standing item on the agenda for this group.</p>

SBVC College Council MINUTES February 12, 2014

Gloria Fisher, SBVC Interim President, Chair	Celia Huston
Algie Au, Acting Academic Senate President, Co-Chair T	Haragewen Kinde
Brandon Brown A	Sheri Lillard
Marco Cota	Ricky Shabazz
Colleen Gamboa A	James Smith
Rania Hamdy	Scott Stark
Leticia Hector	Cassandra Thomas
Rick Hrdlicka	

TOPIC	DISCUSSION and ACTION
<p>Approval of January 22, 2014 minutes</p>	<p>Scott motioned to approve the minutes Cassandra second, all were in favor and the minutes were approved.</p> <p>AYES: Fisher, Cota, Hamdy, Hector, Hrdlicka, Huston, Kinde, Lillard, Shabazz, Smith, Stark, Thomas</p> <p>NOES: None</p> <p>ABSENT: Au, Brown, Gamboa</p> <p>ABSTENTIONS: None</p>
<p>Urgent Emerging Funding need request:</p> <ul style="list-style-type: none"> • CTS classroom and training room – S. Stark 	<p>Scott presented the budget fund balance report and the <i>Emerging Urgent Needs</i> request to fund \$9000 to furnish the portables for the CTS Conference and Training Center. The funds would furnish the center with 62 chairs and 32 tables. The room will be used as a training center for the campus, flex classroom and classroom overflow. The purchase meets Strategic Planning Goals 4 and 6.</p> <p>Dr. Fisher entertained a motion to approve the request to fund tables and chairs to furnish the CTS conference/training room not to exceed \$9,000.00. Rick motioned, Haragewen second, a brief discussion for other resources ensued, and the group voted as follows:</p> <p>AYES: Fisher, Cota, Hamdy, Hector, Hrdlicka, Huston, Kinde, Lillard, Shabazz, Smith, Stark, Thomas</p> <p>NOES: None</p> <p>ABSENT: Brown, Gamboa</p> <p>ABSTENTIONS: Au</p> <p>Motion carried.</p>

SBVC College Council MINUTES April 3, 2014

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

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

Guests: Albert Maniaol

TOPIC	DISCUSSION and ACTION
<p>Approval of March 12, 2014 minutes</p>	<p>Dr. Fisher entertained a motion to approve the minutes with the correction to the meeting date. Rick moved, Scott second, and the group voted as follows:</p> <p>AYES: Fisher, Au, Hamdy, Hrdlicka, Huston, Shabazz, Smith, Stark, Thomas</p> <p>NOES: None</p> <p>ABSENT: Brown, Cota, Gamboa, Hector, Lillard</p> <p>ABSTENTIONS: Kinde</p>
<p>Urgent Emerging Funding Needs Request:</p> <ul style="list-style-type: none"> • Addition of electrical circuits in classrooms - A. Maniaol • Addition of surveillance cameras in Applied Tech. – A. Maniaol • Marketing campaign – G. Fisher 	<p><u>Addition of electrical circuits in classrooms</u></p> <p>Albert presented on the urgent need for additional electrical circuits to run PC's specifically designed for the instructional programs set up in classrooms T-107A and T-109A. Currently the equipment required for instruction, when powered on, overloads the circuits and trips the breakers causing a severe disruption in the delivery of instruction. The addition of the circuits would resolve the existing problem.</p> <p>After a brief discussion, Dr. Fisher entertained motion to approve funding of \$15,000.00 for the addition of circuit breakers as outlined in the request. Celia moved, Cassandra second the motion and the group voted as follows:</p> <p>AYES: Fisher, Au, Hamdy, Hrdlicka, Huston, Kinde, Shabazz, Smith, Stark, Thomas</p> <p>NOES: None</p> <p>ABSENT: Brown, Cota, Gamboa, Hector, Lillard</p> <p>ABSTENTIONS: None</p>

<p>Program Review Needs Requests Funding Recommendation – S. Stark</p>	<p>Scott reviewed the fund balance report with the group (attached) 6.4M available in the fund balance.</p> <p>Scott informed the group that the budget committee met and recommended an expenditure of \$1M for Program Review needs which do not require ongoing funding. He reviewed the needs request with the group and tasked them with reviewing the needs list and bringing back recommendations for discussion at the next meeting.</p>
<p>Department Ownership of Computer Labs – R. Hrdlicka</p>	<p>Rick presented the Technology committees position on installing more computer labs (attached) with the group. Discussion ensued regarding program software used for instruction, scheduling computer labs, non-instructional computer labs, printing to printers in labs, printing fees, and mobile computer carts.</p> <p>Rick will bring back more information to the group and draft a motion with a process that goes with it for the use of computer labs (without limited access) and printing. The group will discuss and approve a process to put in place for the upcoming semester.</p>
<p>Student Services Office Hours – R. Shabazz Student Services All Staff Meeting – R. Shabazz</p>	<p>Ricky proposed a pilot program to close Student Service offices early two Friday's a month (1st and 3rd) to address staff training and some mandates from the Chancellor's Office with scheduled meetings. The offices would close at 1 p.m. so long as it is not during peak times. The pilot will start in May, be revisited in the Fall and come back to this body in December for a report.</p> <p>Dr. Fisher entertained motion to approve the pilot program as presented by Ricky, Algie moved, Rick second the motion and the group voted as follows:</p> <p>YES: Fisher, Au, Hamdy, Hrdlicka, Huston, Kinde, Shabazz, Smith, Stark, Thomas</p> <p>NOES: None</p> <p>ABSENT: Brown, Cota, Gamboa, Hector, Lillard</p> <p>ABSTENTIONS: None</p>