

## SBVC College Council AGENDA September 23, 2009

Deb Daniels, SBVC President, Co-Chair John Stanskas, Academic Senate President, Co-Chair Rochelle Alexander Damon Bell Marco Cota Jay Danley Jim Hansen Rick Hrdlicka Courtney Hunter Celia Huston	John Napolitano Barbara Nichols Kay Ragan Zelma Russ Troy Sheffield James Smith
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TOPIC	DISCUSSION and ACTION
Approval of August 26, 2009 Minutes	

Assessment – Deb Daniels	
Student Services Reorganization – Damon Bell	
Educational Master Plan – Troy Sheffield	
Committee List – Deb Daniels	

## SBVC College Council Minutes September 23, 2009

Deb Daniels, SBVC President, Co-Chair	John Napolitano <b>A</b>
John Stanskas, Academic Senate President, Co-Chair	Barbara Nichols
Robert Alexander <b>A</b>	Kay Ragan
Rochelle Alexander (guest representative)	Zelma Russ
Damon Bell	Troy Sheffield
Marco Cota	James Smith
Jay Danley	
Jim Hansen	
Rick Hrdlicka	
Courtney Hunter	
Celia Huston	

TOPIC	DISCUSSION and ACTION
Approval of August 26, 2009 Minutes	Minutes were approved

Assessment – Deb Daniels	The resolutions for English and ESL are moving forward.
Student Services Reorganization – Damon Bell	Damon handed out the Student Services Phase III reorganizational chart. The chart reflected new changes within the student services departments. A lengthy discussion ensued concerning the proposed changes. After clarification, questions and concerns were addressed, Damon informed the group that the reorganization of Student Service will be forwarded for approval to the October Board meeting.
Educational Master Plan – Troy Sheffield	Troy handed out a sample view of the website for the SBVC Educational Master Plan. The link will be sent via email. All meeting dates, minutes, handouts and plans will be accessible on the site. The campus should receive a draft of the plan for edits in March or April.
Committee List – Deb Daniels	No updates. This item will remain on the College Council agenda until completion.
Budget – Deb	Deb reported that the state apportionment will be received in the near future and more information will become available next week on how the funds should be used.

### Other Business

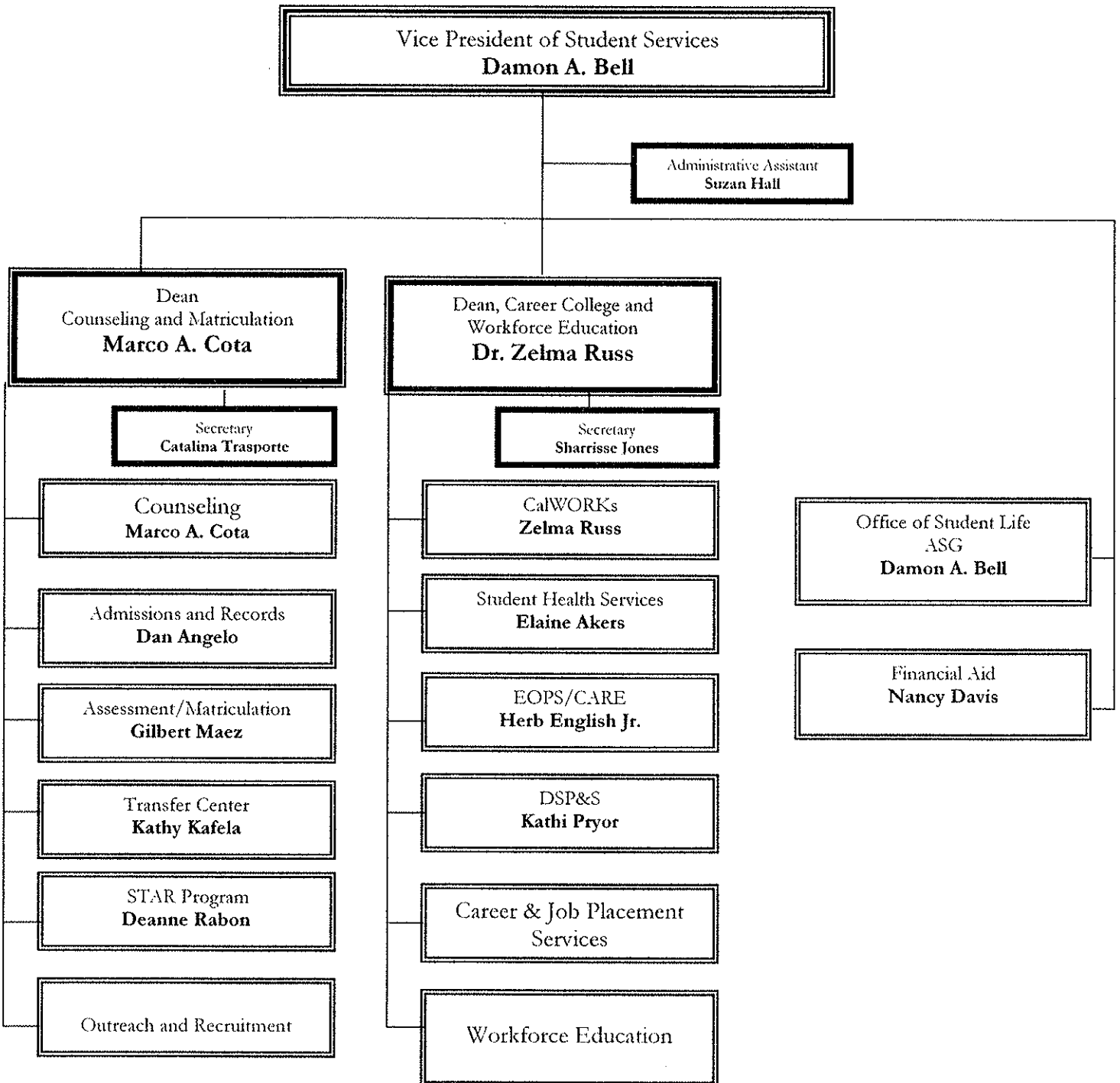
Processing PD Conference Request – Courtney	Courtney handed out an informational item for processing Professional Development funded conference request. The hand out summarizes the 5 steps of processing travel/conference request involving Professional Development funds.
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### Announcements

<p>Lunchtime Leadership – Courtney</p>	<p>Upcoming events:</p> <p><i>All events are held in LA 202 from noon to 1:30pm</i></p> <p>October 9, 2009: Exploring the Personal Impact of Leadership</p> <p>November 13, 2009: Setting the Foundation</p> <p>December 11, 2009: Examining Leaders Throughout History</p>
<p>Technology Tuesday – Courtney</p>	<p>Upcoming events:</p> <p><i>All events are held in LA 208</i></p> <p>October 6, 2009: Micro-Soft Office Excel 2007 (Beginners), 10 am – Noon Using Online Communication Tools, 2pm – 4pm</p> <p>October 13, 2009: Micro-Soft Office Excel 2007 (Intermediate), 10 am – Noon Google: It's Not Just a Search, 2pm – 4pm</p> <p>October 27, 2009: Micro-Soft Office Excel 2007 (Adv/Projects), 10 am – Noon Using Camtasia, 2pm – 4pm</p> <p>November 3, 2009 Using Online Communication Tools, 10 am – Noon PowerPoint 2007 (Beginners), 2pm – 4pm</p> <p>November 10, 2009 Google: It's Not Just a Search, 10 am – Noon PowerPoint 2007 (Intermediate), 2pm – 4pm</p> <p>November 17, 2009 EDU Stream 101, 10 am – Noon PowerPoint 2007 (Advance), 2pm – 4pm</p> <p>November 24, 2009 Using Camtasia, 10 am – Noon PowerPoint 2007 (Projects), 2pm – 4pm</p>



**SAN BERNARDINO VALLEY COLLEGE**  
**STUDENT SERVICES**  
**PHASE III**



Associated Student Government: September 3, 2009  
 Classified Senate: September 18, 2009  
 Academic Senate: September 16, 2009  
 Student Services: August 14, 2009  
 Final: October 5, 2009

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# SBVC Educational Master Plan

Task Force Committee Updates

- [Home](#)
- [About](#)
- [Handouts](#)
- [SBVC Plans](#)
- [Resources](#)

## Future Meeting Dates

September 14, 2009

The Educational Master Plan Task Force will meet the 2nd and 4th Mondays as follows:

- o September 14 & 28
- o October 12 & 26
- o November 9 & 23
- o December 7

Outlooks notices will be going out for each date.

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 Posted by [dmurillopeters](#)

## First Meeting - Sept. 14, 2009

September 14, 2009

The first task force meeting took place Monday, Sept. 14, 2009. In this meeting, the team discussed the scope of the task, established the norms, and reviewed several handouts:

- o Formal Charge
- o Timeline To Complete
- o Annual Planning Document
- o Preliminary Specs for Content
- o Strategic Initiatives

Discussion ensued on how the plan will be addressed, is going to be a one-year, three-year, or five-year plan? We may need an immediate,

### SUBSCRIBE

Subscribe to SBVC Educational Master Plan by Email



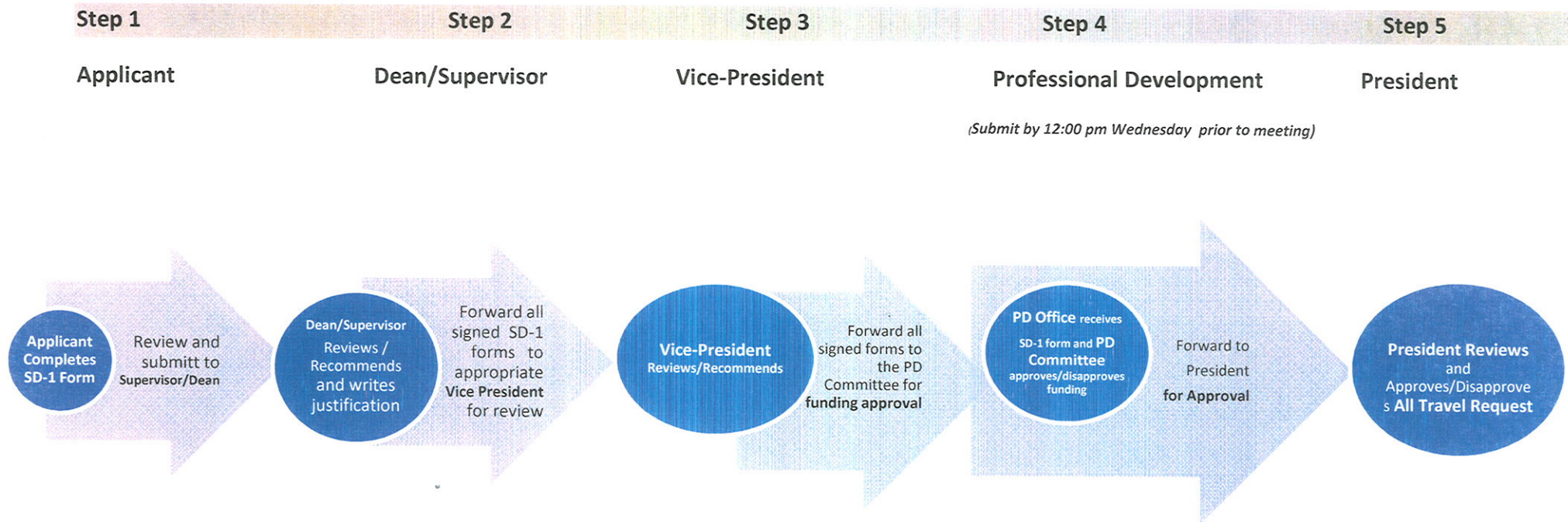
### September 2009

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

### BLOGROLL

- o [California Community College Chancellor's Office](#)
- o [Creating A Rubric](#)
- o [SBVC Accreditation](#)
- o [SBVC College Website](#)
- o [SBVC Office of Research & Planning](#)
- o [Webster's Dictionary](#)

# DRAFT 5 Simple Steps to Processing PD Funded Travel/Conference Request 2009-2010



*Please submit Travel/Conference Request Form (SD-1) at least 45 days prior to anticipated travel date*

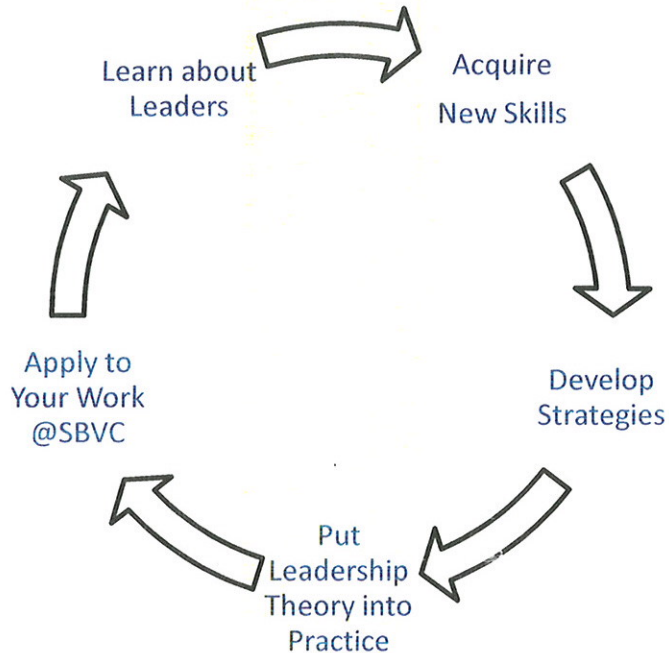
**Applicant is advised not to make travel arrangements until the President has approved travel/conference request.**

**For additional information contact:**  
S.Courtney Hunter, Coordinator  
Professional and Organizational Development  
(909) 384-8623  
Email: [shunter@valleycollege.edu](mailto:shunter@valleycollege.edu)



San Bernardino  
Valley College

# Lunchtime Leadership



## Fall 2009 Schedule

Date	Topic	Learning Resources	Room
Friday, September 11 <sup>th</sup> 12:00 pm – 1:30 pm	<b>Welcome Overview and Getting Started</b> <b>Developing a Personal Leadership Challenge</b>	Film Excerpt: Gandhi Blackboard Organization	LA-202
Friday, October 9 <sup>th</sup> 12:00 pm – 1:30 pm	<b>Exploring the Personal Impact of Leadership</b>	Leadership Self-Assessment: <b>Book: Leadership and Self-Deception</b>	LA-202
Friday, November 13 <sup>th</sup> 12:00 pm – 1:30 pm	<b>Setting the Foundation:</b> Leadership Concepts and Principles	Review: Key Leadership Concepts Facilitated Discussion: Leadership in Practice	LA-202
Friday, December 11 <sup>th</sup> 12:00 pm – 1:30 pm	<b>Examining Leaders Throughout History</b> The Next Step: Campus Leadership Opportunities	Facilitated Discussion: Collaborative Leadership Case Studies	LA-202

Note: Spring Schedule will be determined by participants

*Putting Leadership Theory Into Practice*

# Technology Tuesday

## September

8	Using Online Communication Tools Word 2007 (Beginners)	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208
15	Google: It's Not Just a Search Word 2007 (Intermediate)	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208
22	EDU Stream 101 Micro-Soft Outlook 2007	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208
29	Using Camtasia Micro-Soft Outlook 2007	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208

## October

6	Micro-Soft Office Excel 2007 (Beginners) Using Online Communication Tools	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208
13	Micro-Soft Excel 2007 (Intermediate) Google: It's Not Just a Search	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208
27	Micro-Soft Excel 2007 (Advanced and Projects) Using Camtasia	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208

## November

3	Using Online Communication Tools PowerPoint 2007 for Beginners	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208
10	Google: It's Not Just a Search PowerPoint 2007 (Intermediate)	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208
17	EDU Stream 101 PowerPoint 2007 (Advance)	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208
24	Using Camtasia PowerPoint 2007(Projects)	10:00 am - 12:00 pm 2:00 pm - 4:00 pm	LA-208 LA-208

**Register online** by clicking the link to the [Professional Development Calendar](#)

For more information contact: Professional Development  
S. Courtney Hunter 384-8623 or email: [shunter@valleycollege.edu](mailto:shunter@valleycollege.edu)