

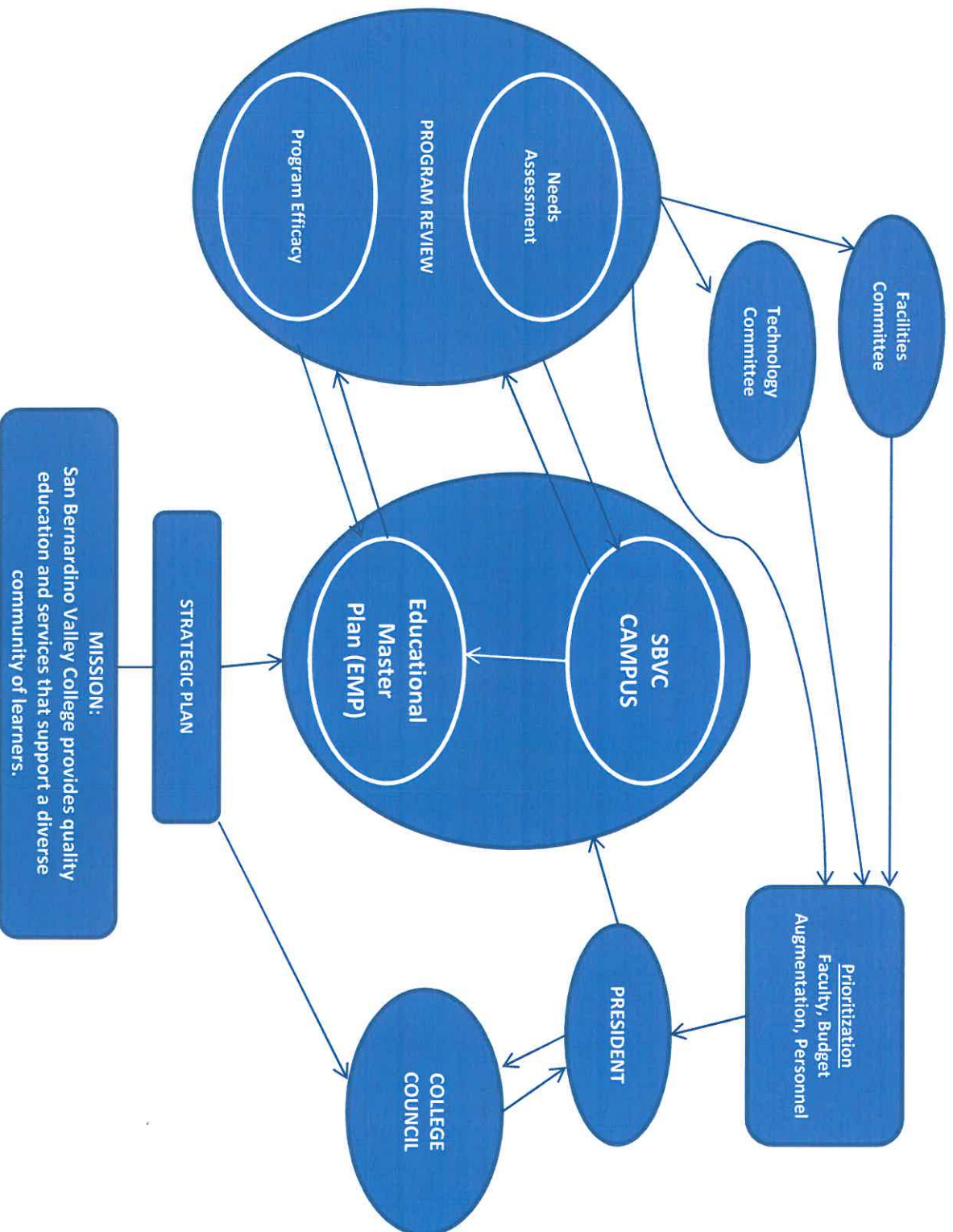
SBVC College Council Minutes December 8, 2010

Deb Daniels, SBVC President, Co-Chair John Stanskas, Academic Senate President, Co-Chair Damaris Castillo Damon Bell A Achala Chatterjee Larry Buckley A Marco Cota Colleen Gamboa Jim Hansen A Rick Hrdlicka A Courtney Hunter Celia Huston	Craig Petinak (<i>guest</i>) James Smith Cassandra Thomas
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TOPIC	DISCUSSION and ACTION
Approval of October 27, 2010 Minutes	The minutes were approved.
Webpage Update - Craig Petinak	Craig introduced the new webpage model to the group and discussed how departments/teams can prepare now for migrating content for their divisions to the website in Spring 2011. Training will be offered for website management beginning in January.
SBVC Planning Model Review - Deb Daniels	The Planning Model (which is submitted in the accreditation report) was updated with necessary changes and brought to the group for review. Consensus was to approve the Planning Model as is for this year.
Budget Update - Deb Daniels	<p>As released in the Chancellor's Chat newsletter, The District has implemented a selective hiring freeze until early next year. Only positions that that were student functioning, safety or grant funded went to board. Deb has identified funds to cover a 5% cut.</p> <p>On the other hand, we are 1000 FTES from meeting our obligation for the Spring semester, which means our students are being served.</p>
Program Review Update - Celia Huston	Celia handed out the Program Review Needs Assessment Results and Prioritization list with the group. After review, the group approved the document as is.

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Program Review 2010-2011
Needs Assessment Results

The Program Review committee conducted a Needs Assessment during the Fall 2010 semester. This is the first Needs Assessment that has been conducted since Fall 2008. Because of the state budget the committee reviewed and made changes to the program efficacy process during the Fall 2009 semester. The committee's goal this semester was to streamline the Needs Assessment process while maintaining the integrity of the process. Some of the major changes are listed below.

- Move from a 5 page multi-request form to an individual request form with 5 questions
- Use the Education Master Plan and previous Program Efficacy for supporting data
- Anyone could originate a needs assessment request
- Eliminate Division rankings
- Series of writing workshops

The committee received and evaluated seventy-eight needs assessment requests. Seven of the requests were identified as 'cost of doing business' items and referred to the President. Fifty-seven requests were approved. The highest priority in each category is as follows; Budget – Library Textbook Bank; Classified Staff – Custodian; Equipment-DSPS Easy Readers; Faculty – Sociology.

For Classified Staff and Faculty the SERP retirement replacement list will supersede the Needs Assessment 2010 list.

The Program Review committee forwarded five requests to the Technology committee and nine requests to the Facilities committee.

It is anticipated that the following programs will participate in Program Efficacy in Spring 2010: Child Development, Physical Education/Health, Sociology/Anthropology, Research and Planning, Administration of Justice, Business Administration, Computer Science (update only), Math & Math/Science Center, Custodial, Food Services, Switchboard, Mailroom, Maintenance, Railroad, Refrigeration, Welding, Art, Speech, Theatre Arts/Dance, Matriculation, Outreach/Recruitment, Health Services, Architecture, Pharmacy Technician, Cal Works

Prioritization – Full Results

Ranking	BUDGET	CLASSIFIED	EQUIPMENT	FACULTY
1	Library/Textbook Bank	Custodial/Custodian	DSPS/Readers	Sociology
2	Counseling/Adjunct Salary (1st Request)	Grounds/Caretaker	Nursing/IV Equipment	Psychology
3	Library/E-Book Collection	Child Dev'p Center/Clerical Assistant 1	DSPS/Scanners	Political Science
4	DSPS/Interpreters	Library/Library Media Clerk	Biology/Advanced Microscopes	Counseling
5	Outreach/Establish Base Budget	Transfer Center/11 mo to 12 mo Secretary	Water Supply/Test Equipment	Math
6	Biology/Equipment Repair Budget	Diesel/Tool Room Specialist	Child Development/Shelving	Library
7	Nursing/Supplies	ACAD/Computer Tech	Pharmacy Technology/Flow Hood/Pestles	Water Supply Technology
8	Library/Scientific Database	Psych Tech/Nursing/ Admissions Clerk	Biology/Anatomy Models	Sociology (2nd Request)
9	Welding/Budget Augmentation	Art/ PT - FT Lab Tech	Biology/Cat Skeletons	Music
10	Water Supply/Establish Budget	Chemistry/PT-FT Lab Tech	PE/Weight Room Equipment	Child Development
11	Pharmacy Technology/Budget Augmentation	Nursing/Lab Tech	Architecture/Printer	Counseling
12	Tutoring/Tutor Certification	Biology/PT Lab Tech		Student Health
13	Counseling/Adjunct Salary (2nd request)	RTVF/PT Lab Asst.		Aeronautics
14	Biology/Budget (Request #2)			English
15				Psychology (2nd Request)
16				Speech
17				Biology
18				Chemistry

Physics/Astronomy faculty was approved after rankings took place.

The Committee feels that Physics/Astronomy would have ranked between 6 – 10.