

## SBVC College Council Minutes September 28, 2011

Deb Daniels, SBVC President, Co-Chair John Stanskas, Academic Senate President, Co-Chair Damon Bell Larry Buckley Marco Cota <b>A</b> Colleen Gamboa Joyce Green Jim Hansen Leticia Hector <b>A</b> Rick Hrdlicka Courtney Hunter <b>A</b> Celia Huston	James Smith Cassandra Thomas
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TOPIC	DISCUSSION and ACTION
Approval of August 24, 2011 Minutes	The minutes were approved with correction: "Cassandra Thomas <b>A</b> " in the member list.
Accreditation Update – L. Buckley	<p>Larry reported that the Accreditation Report was approved by the Board of Trustees at the September 15<sup>th</sup> Board meeting with minor corrections to the documents. The report will be printed, bound and sent to AJCC by October 12, 2011 to make the October 15<sup>th</sup> deadline.</p> <p>The report, evidence and planning documents will be posted on the website within the next couple of weeks.</p>
Program Review List – D. Daniels	<p>Dr. Daniels informed the group that there is \$3.446M in Fall Out funds which the campus is able to use this year. She reviewed the (2009-2010) Fall Out Report with the group and discussed the use of it in combination with Program Review list to update and identify where program review needs can be fulfilled.</p> <p>Consensus was to move forward with the plan as outlined above. Cecil will pull out budget list for one time funds and forward to Deb.</p>

**OTHER**

Economic & Workforce Development Coordinating Committee – J. Stankas

Applicable to AP 2225, Academic Senate is proposing a change in language to the *Economic & Workforce Development Coordinating Committee* under *Charge and Membership* (see attachment).

The changes to *Charge* are as follows:

*"Not-for-Credit offerings shall be reviewed and evaluated by the committee for appropriate categorization"*.

The changes to *Membership* (bold) are as follows:

**"Two faculty appointments shall be made by the Presidents of the Academic Senates at each college totaling four faculty representatives"**.

John discussed the importance of "Not-for credit" course offerings through the EDTC aligning with the evaluation and review process of both colleges.

Student Success Initiative – J. Stankas

Academic Senate was asked to outline a list of recommendations for the Board of Trustees on what the Student Success Initiatives should entail. Discussion ensued and the group recommended the following:

- Keep the library open later during the week and open on Saturdays
- Increase the total number of tutors and expand the availability of tutors to evenings and Saturdays (In process/STEM grant can help fund)
- Add part-time and full-time counselors and financial aid specialist (short-term basis) to meet demand for services. (funds are available for part-time and full-time counselors in Financial Aid)
- Expand all services to include at least some hours on Saturdays (Bookstore, Library, Audio Visual)
- Add full-time faculty (will depend on mid-term cuts and re-evaluation)
- Institute a MESA program (STEM grant can help fund)
- Expand the Puente program to include English 102 to improve the UC transfer rate
- Tracking tools to track students
- Computer labs with financial aid and registration clerks
- Alternative avenues to accept student registration payments

As discussed and noted above the list includes items that are currently in process and others that could be funded partially for fully through the STEM Grant. Dr. Daniels will send out the information on the STEM Grant as an information item to the group. Any other ideas should be email directly to Dr. Daniels.

Title V Change – J. Stanskas

John informed the group of a change in Title V that will allow students to enroll in a course three times before a registration block will take place. This means that students have three opportunities to complete a course with a grade they are satisfied with, after the student has enrolled in a course the third time (no matter what the final grade is) they will not be able to take the course within this district, this will be a retroactive change (will start from the first enrollment of a course). The change will be implemented before July 1, 2012. John strongly suggested that students be notified of this change at least one semester before it is applied.

This change will be on the next Academic Senate's agenda for faculty input.

Middle College HS Priority Registration – D. Daniels

Dr. Daniels has asked the Chancellor to put Priority D Registration for Middle College HS students on the Board Agenda for approval.

## **Economic & Workforce Development Coordinating Committee**

### **Charge**

This committee shall have the responsibility of coordinating District support for economic development classes and activities offered through the Economic Development and Corporate Training (EDCT) division. *Not-for-credit offerings shall be reviewed and evaluated by the committee for appropriate categorization.* Credit and non-credit programs offered in the District through the EDCT division shall be a part of one of the two colleges with appropriate reviews and evaluation by the Academic Senate.

### **Membership**

The Executive Director of the Economic Development and Corporate Training division will chair the Economic and Workforce Development Coordinating Committee. The Director of the Applied Technologies Training and the Workforce Development Manager of EDCT and the Chancellor of his/her designee shall be on the committee. California School Employees Association (CSEA) shall appoint a representative from classified staff. The President of each college will make the management appointment. *Two* faculty appointments shall be made by the Presidents of the Academic Senates at each college *totaling four faculty representatives.* Members of this committee shall have involvement in occupational education and/or economic development programs.

### **Reporting**

All members are responsible for making regular reports to their representative organizations. The administrators responsible for Board Policy recommendations that come from the standing committees will forward recommendations to the District Assembly and appropriate constituent groups for review and the Chancellor will forward the final recommendations to the Board of Trustees. The minutes of this committee will be posted on the District Web.

**SBVC Fall Out Report 2009-2010**

NAME	DEPARTMENT	EXT	PROPOSED PURCHASE	COST	PURCHASED
Dave Rubio	PE/Athletice	8640	Level soccer and baseball fields	25,000.00	
			<b>TOTAL</b>	<b>25,000.00</b>	
James Hansen	Administrative Services	8958	Phillips Heart Start FRx AED Bundle	12,500.00	
			Cleanup landscaping, remove bushes, weeds refurbish plantings	30,000.00	
			Exterior Paint 3 buildings	100,000.00	
			(4) Evac+Chairs	6,000.00	
			<b>TOTAL</b>	<b>148,500.00</b>	
James Smith	Research & Planning	8660	Document Scanner	7,000.00	
			<b>TOTAL</b>	<b>7,000.00</b>	
Cory Schwartz	Social Science & PE	8507	Wood Floor cleaning and sealant	6,000.00	
			Basketball rims for side court	300.00	
			Treadmills, bikes, weight benches and misc. improvements	20,000.00	
			Outside shed for child development playground toys	5,000.00	
			New carpet and flooring in WG11, 12, & 32	10,000.00	
			<b>TOTAL</b>	<b>41,300.00</b>	
Kay Ragan	Applied Technology, Transportation & Culinary Arts	8904	Welding supplies	3,100.00	
			Warehouse course license agreement	500.00	
			Forklifts and pickers maintenance agreements	1,500.00	
			2 lg. mixers with stands	12,000.00	
			<b>TOTAL</b>	<b>17,100.00</b>	
Donna Hoffmann	Foundation	8987	Software update for Adobe CS5 (2 users)	1,200.00	
			Training (DonorPerfect software)	1,200.00	
			CS5 training for Foundation Director and Alumni Coordinator	1,000.00	
			<b>TOTAL</b>	<b>3,400.00</b>	
Gloriann Chavez	Bookstore	8665	Bookstore Textbook Rental Program: (275) Beginning & Intermediate Algebra, by Gustafason textbook	41,250.00	
			<b>TOTAL</b>	<b>41,250.00</b>	
Kathi Pryor	DSP&S	8663	Interpreters	60,000.00	
			Easy Readers software for visually impaired and learning disabled	300.00	
			<b>TOTAL</b>	<b>60,300.00</b>	

**SBVC Fall Out Report 2009-2010**

NAME	DEPARTMENT	EXT	PROPOSED PURCHASE	COST	PURCHASED
Kay Weiss	Arts & Humanities	8535	Lighting package for the MAC	20,000.00	
			Glass Blowing Furnace	12,000.00	
			Marley Floor for dance	900.00	
			Louvered screen for glass, ceramics and sculpture areas	30,000.00	
			Lap Wheel (Art)	2,500.00	
			DeWalt 6 Piece 18-volt power tool kit for Art	650.00	
			Classroom response systems "clickers"	30,000.00	
			Document Cameras	3,000.00	
			<b>TOTAL</b>	<b>99,050.00</b>	
			Rick Hrdlicka	Technology	8656
			LCD Bulbs	10,000.00	
			Wireless controller system upgrades	5,500.00	
			ITV Station for Big Bear	25,000.00	
<b>TOTAL</b>			<b>55,725.00</b>		
Dan Angelo	Admissions & Records	8568	Records document imaging	150,000.00	
<b>TOTAL</b>			<b>150,000.00</b>		
Damon Bell	Student Services	8992	FYE	270,000.00	
			Veterans Resource Center	3,000.00	
			A&R security cameras	2,000.00	
			Regalia	40,000.00	
<b>TOTAL</b>			<b>315,000.00</b>		
Susan Bangasser	Science Division	8650	Equipment maintenance for microscopes and Spec 20's	4,250.00	
			Nursing-electronic charting software	40,000.00	
			Hospital beds	17,000.00	
			Laptops for new chemistry lab in new building	30,000.00	
			Glassware and equipment for new chemistry lab in new building	108,000.00	
<b>TOTAL</b>			<b>199,250.00</b>		

**Grand Subtotal** 1,162,875.00  
 SBVC Contingency Fund 372,461.00  
**GRAND TOTAL OF SBVC Fall Out** \$1,535,336.00  
 Computer Rotation 300,000.00  
 ID Card System 10,000.00

**SBVC PRIORTIZATION EQUIPMENT REPORT**  
**Program Review 2008-2009**

Ranking	EQUIPMENT	PURCHASED	COST
1	Nursing/Mannequins - VTEA		
2	Physics/Lab Equipment		
3	Automotive/Car Rotor Lathe		
4	Library Computer Lab/Network Switches		
5	Speech/DVD Recorders		
6	Art/Lap Wheel		
7	Water Supply Test Kits		
8	MSSSC/Whiteboards/Table & Chairs		
9	Humanities/Whiteboards/Partitions		
10	Custodial/Custodial Carts		
11	PE Athletics/Copier		
12	English/Bulletin Boards		
13	Math/Whiteboards		
14	Athletics/Clock		
15	RTVF/Cameras		
16	Athletics/Uniforms		
17	Admin Svcs/Shredder		
18	Aeronautics/Flight Control		
19	Admin Svcs/Hand Held Radios		
20	ACAD/Chairs		
21	Aeronautics/Turbine Engine		
22	Automotive/HVLP Spray Guns		
23	RTVF/Cables		
24	Machine Trades/Lathes		
25	Admin Svcs/Color Copier		
26	Food Services/POS System		
27	Bookstore/POS Mobile System		
28	Biology Grant Funded Items		
	<b>TOTAL</b>		-

**Program Review 2010-2011**

Ranking	EQUIPMENT	PURCHASED	COST
1	DSPS/Readers		
2	Nursing/IV Equipment		
3	DSPS/Scanners		
4	Biology/Advanced Microscopes		
5	Water Supply/Test Equipment		
6	Child Development/Shelving		
7	Pharmacy Technology/Flow Hood/Pestiles		
8	Biology Anatomy Models		
9	Biology/Cat Skeletons		
10	PE/Weight Room Equipment		
11	Architecture/Printer		
	<b>TOTAL</b>		-