

SBVC College Council Minutes

Date: November 9, 2022

Location: President's Conference Room, ADSS 207

Time: 1:30 p.m. – 3:00 p.m.

Scott Thayer, Interim SBVC President, Chair
Davena Burns-Peters, Academic Senate President, Co-Chair
Ed Gomez, CTA President - A
Casandra Thomas, CSEA President
Nelva Ruiz-Martinez, ASG President - A
John Feist, Classified Senate President
Marco Cota - A
Rania Hamdy

Dina Humble A=Absent
Celia Huston - A (17) Members
Tenille Norris
Joanna Oxendine
Olivia Rosas - A
Uvaldo (Aldo) Sifuentes
Bethany Tasaka
Tatiana Vasquez

Guest(s): Jamie Hernandez

Minutes: Dena Peters

TOPIC

DISCUSSION and ACTION

Call to Order:

Scott Thayer called the meeting to order at 1:36 p.m.
We have a quorum today.

Approval of Minutes:

- September 28, 2022
- October 12, 2022

Rania Hamdy motioned to approve both minutes from Sept. 28 and Oct. 12. **Joanna Oxendine 2nd the motion.** Minutes were approved by general consensus.

President's Report:

- Enrollment (Enrollment Management Information)
- Lois Carson Campus Center
- Basic Needs Summit
- Student Equity Plan
- Educational Master Planning
- Wellness Challenge
- End of Semester Events
- Other

Enrollment: More info on enrollment management will come from VPI/VPSS. Scott Thayer provided highlights—there are ten areas of focus, have been following for years; will wait for document Sp23; we're even compared from last year, will update later. Open enrollment now.

Lois Carson Campus Center: Renaming CC approved last year, we had the unveiling ceremony on 11/4/22. Lois Carson was the first African-American to serve on the SBCCD board. Event was well attended by family, community and staff. Update to campus map. There is an SBVC podcast interview with Lois Carson's son, John Carson.

Basic Needs Summit: SBVC to host this event on 12/9/22, Friday. If anyone is interested in attention, we can establish a list. SBVC has two comp registrations. Let's see if there are others interested. CCLC is the sponsor. Tenille will update on this event.

Student Equity Plan: An extension to submit report to 12/15/22 requested.

Educational Master Planning: In process this past year, there is still opportunity for input. Joanna and Rania will talk more on this topic.

Wellness Challenge: To put on the radar this program will continue into spring. There are 40 participants. Just sign-up, log-in, keep up your steps, have fun. Also, there is Fitness Fridays and Yoga. Take advantage. Also want to note the EAP program, a benefit provided by the district, use as needed.

End of Semester Events:

- 12/2/22 President’s Holiday Party—baskets for raffle; email out soon. All proceeds go to scholarships. This is an in-person event this year in the Campus Center.
- 12/1/22 Chancellor’s Holiday Party—same place as last year.
- Finals are a month away.

Vice Presidents’ Reports:

Dina Humble: In response to enrollment management, we have over 600 FTES, which is great for priority registration. She shared where we’re at with enrollment and sections, 1,571 sections [HANDOUT]. There was a 59% in-person increase from fall. We are aligned with the enrollment plan and the ten strategies. She provided numbers for morning-day-evening classes. Doing well with registration. Guided Pathways, approved for one-year position for a research analyst for instruction who started 11/8/22, Gabriel Martinez.

Dina Humble shared a handout on the ten strategies for open enrollment. [HANDOUT]. There was a Q&A following this presentation, topics included faculty support for program; student success data and dashboards; hybrid classes and use of the rooms; what is high flex vs. hybrid; enrollment management a marketing tool; data research requests take time to respond to; hiring of three research analysts in last three months.

Scott Thayer said the plan will be sent out, if there is anything to add in. Dashboards will help to make informed decisions.

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| <p>Quarterly Budget Report – Tenille Norris</p> | <p>Tenille Norris reviewed three handouts with the committee on the quarterly report. This is for information only on restricted and unrestricted funds. This doesn't take the place of the developmental budget, but a supplement. We will still use Questica, Oracle and Financials 2000. This is a summary as of 9/30/22, with actuals up-to-date and transparent. Scott Thayer thanked her for providing info to help monitor and stay on track.</p> <p>Tenille also shared a memo and requested support to establish a new position of Ground Maintenance. This new position aligns with the district goals.</p> <p>Rania Hamdy made a motion to support this request and provided a rationale—she recently walked the campus and noticed it could look much better and how much deferred maintenance has occurred. Campus should look aesthetically pleasing, now we have overgrown weeds. A difference from before the pandemic, and better to support classified staff over outside services.</p> <p>Casey Thomas said she has had an eye on this for a while, this is very much needed. Outsourced in the past. This is something the campus needs.</p> <p>Tatiana Vasquez noted she supports both the 1st and 2nd. With construction ongoing and maintenance of grounds as well as facilities, referred to program review, we can talk about maintenance based on positions and evaluate necessary positions and think of growth and needed speciality care. We should not outsource, e.g., landscaping.</p> <p>Scott Thayer asked for a show of support for M&O. Ayes: Unanimous support. Motion approved.</p> |
| <p>Accreditation and Student Learning Outcomes – C. Huston/ J. Oxendine/D. Humble</p> | <p>Dina Humble said there is not much going on, this is the slow time.</p> |

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| <p>Educational Master Plan/Strategic Planning – J. Oxendine</p> | <p>Joanna Oxendine said the steering committee recently met to discuss the EMP draft. This is an ongoing process from last winter/spring. Established mission, vision and values, garnering feedback—email communication, website, sharing outdraft from CBT; provide a survey/form for input. Joanna is working with Rania Hamdy to establish timelines [SHARED HANDOUT] to collect feedback to meet the deadline.</p> <p>Rania Hamby noted we need to meet with CBT, timeline to have time to get things needed.</p> <p>Joanna shared the EMP draft, pgs. 11-73, data survey questions/responses to open ended questions, include as appendices, will propose to CBT and other committees. The bulk of survey data info should be included as appendices, just executive summaries, body of document. Looking for ideas, thanks for the thumbs up. Last comment on jam boards, members of steering committee have access to documents in the shared drive.</p> |
| <p>Program Review –C. Huston /J. Oxendine</p> | <p>Joanna Oxendine shared two updates: Program Review Committee extends needs assessment deadline date to 11/23/22. She wanted to know there is no such thing as probation—this is gone. All are welcome to submit needs assessment. Still reviewing the updated efficacy form. We're starting to go to different constituent groups to share and get feedback. We're using the SWOT format which is strengths, weaknesses, opportunities, and threats. We're garnering feedback. I took it to Joint Cabinet last week and got some great feedback that I took back to the committee. We're now looking to possibly pilot the new efficacy um form and process in spring, which is a very small group. This keeps us in line with our accreditation. The timelines we have to follow in terms of when program review takes place. A pilot would help us garner even more information to make this a process that works for everyone--all programs and departments on campus in terms of continual improvement.</p> <p>Tenille Norris asked if committees are following the same deadline. Joanna said yes.</p> |

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| District and Campus Committee Updates: | <p><u>TESS & Technology Committees:</u> Aldo Sifuentes noted that the Common application went live on 10/31/22. We're also moving away from WebAdvisor to a self-service--looking to come online in the coming months. I'll get more updates on that one as it comes out.</p> <p>Project over the break--we're looking to deploy two laptop carts for the Physics Department because of program review. Items purchased and the carts are here—we're building those out now. PS217 computer lab to a hybrid to half PC, half MACs and iPads. Looking at other colleges as a model.</p> |
| OTHER: | |
| Adjournment: | Scott Thayer adjourned the meeting at 3:03 p.m. |
| <p>Next College Council Meeting: ➤ Wednesday, November 23, 2022 (Non-Meeting)</p> <p>Remaining Academic Year 22-23 Meetings:</p> <p>Bi-Monthly, 2nd & 4th Wednesday, 1:30-3:00 p.m. Unless otherwise advised. In-person meetings during Fall 2022/ Spring 2023 Semester. (Zoom link provided only if cannot meet in person)</p> <p>Wednesday, December 14, 2022 Wednesday, December 28, 2022 (Non-Meeting) Wednesday, January 11, 2023 Wednesday, January 25, 2023 (Non-Meeting) Wednesday, February 8, 2023 Wednesday, February 22, 2023 (Non-Meeting) Wednesday, March 8, 2023 Wednesday, March 22, 2023 (Non-Meeting) Wednesday, April 12, 2023 Wednesday, April 26, 2023 (Non-Meeting) Wednesday, May 10, 2023 Wednesday, May 26, 2023 (Non-Meeting)</p> | |