

SBVC Academic Senate

Meeting Minutes

April 17, 2019

AD/SS 207 3:00 – 4:30 P.M.

Topic	Discussion	Action
1. Call to Order and Roll Call	<ul style="list-style-type: none"> • Meeting called to order at 3:03 p.m. • Roll call via sign-in sheet [see attachment: AS Documents, Sign-in Sheet]. 	
2. Public Comments	<ul style="list-style-type: none"> • A. Avelar: Oftentimes when you work with the publisher you can bring the net cost of textbooks down. Chemistry has done this for many years, so our cost is lower, often times, than the national cost. We get an ISBN number and send that to the bookstore. I'm not sure how the bookstore calculates that. For example, for our CHEM 105 book, \$114, and the bookstore is selling it at \$379; increased by 232.5%. That's probably the worst one, and it's supposed to be rectified today, but I only looked at Chemistry. You have to take the bookstore cost minus the net cost and then divide. You can work with the publisher to bring the cost down. I encourage you to check the books in your areas. 	
3. Senate President's Report C. Huston [R. Hamdy]	<ul style="list-style-type: none"> • C. Huston is at the ACCJC conference today. • I'd like to acknowledge B. Moeung for just finishing his Ed.D. You just finished, right? [applause] And T. Allen just finished in December, but she's walking on May 9th. [applause] • We also have a new faculty member; I'll let her dean, P. Quach, introduce her. <ul style="list-style-type: none"> ○ P. Quach: We have a new faculty coordinator for the Student Success Center. I'm going to let her introduce herself. ○ J. Fehr: I'm Jody. I'm in the Student Success Center, working on getting our tutoring even better than it was when I got here. I taught ENG 015 for a while before when I was here. For the past 7 years I've been at Citrus' Success Center. I've been at Citrus, Chaffey, and Cyprus' tutoring centers. I'm hoping to be working closely to work with everyone here to get tutor recommendations and to get students into tutoring. Reach out to me; let me know if students are asking for more help in a certain subject. Let's grow this. • May 10th is the Spotlighting our Success event. There are a lot of faculty, managers, and staff who are being honored. P. Bratulin just sent out the list. We also have a lot of advancements in rank. Is anyone receiving tenure? T. Allen? [applause] We had 9 faculty receiving tenure. It's only \$16; we can honor our colleagues and celebrate them. • Also on May 10th is our Shifting the Paradigm event. I'm going to let S. Thayer talk about that: 	

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<p>3. Senate President's Report, continued C. Huston [R. Hamdy]</p>	<ul style="list-style-type: none"> ○ S. Thayer: We are trying to get one more event in before the end of the semester. We think it will be a good way to get a conversation going about the initiatives and how we fit into them. Part of the goal is to bring people together and talk about how do you fit in to AB 705, Guided Pathways, etc.? This is a way to talk about the work you've been doing and the work you've been implementing on campus. This is part of an ongoing conversation. We want you to be there to participate. This is not the end, it's a continuation. We've started a lot of this work and we want to get everyone's voice at the table- how do we do all of the things we've been asked to do and make sure everyone understands how they fit into it? ○ R. Hamdy: It's at the San Bernardino International Airport. It will be in the international terminal. I thought it was in the hangar, but it's actually going to be in the international terminal. So if you've ever wondered what the inside of the San Bernardino International Airport looks like- that's one reason to come! There's a multitude of others as well. Breakfast and lunch are provided. Most importantly it's a way for your voice to be heard. This is going to be a working meeting so some decisions are going to be made. If the instructional faculty and non-instructional faculty voice isn't there, some decisions you're your area are going to be made and we may have to backtrack. Please allow those people in the room making those decisions to hear your voice. ○ S. Thayer: It's at the airport- it's not Ontario, it's not LA. It's San Bernardino, right across from the District. Hopefully we see you there. [applause] ● Scholarship donations: If you remember the Senate started a scholarship and C. Huston was the one who basically got it started with her own money. If you're interested in donating to that scholarship, there are 2 ways you can do that: you can set up a recurring donation from your paycheck or you can do a one-time donation. If you're interested, you can contact C. Huston and let her know you're interested. ● Committee surveys: For those of you that serve on committees you probably got an email from your committee chairs. Research and planning will also send out that data. Senate will also send out a survey. You'll get 1 for the committees you serve on as well as for Senate. ● There's an opportunity for faculty to work on the HR staffing plan over the summer. If that sounds interesting to you email C. Huston. 	
<p>4. SBVC President's Report D. Rodriguez</p>	<ul style="list-style-type: none"> ● No report. 	
<p>5. Committee Reports</p>	<p>a. Personnel Policy [J. Notarangelo]</p> <ul style="list-style-type: none"> ● No report. 	

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<p>5. Committee Reports, continued</p>	<p>b. Student Services [A. Aguilar-Kitibutr]</p> <ul style="list-style-type: none"> We're still waiting for a response from our counterpart to move forward with the grade appeal process and as I shared last time we will continue during the fall semester. I would really like to share the good news about B. Moeung. I'd like to share the title of B. Moeung's dissertation: <i>Assessing the Success of TRIO- Student Support services at a Community College.</i> <p>c. CTE [K. Melancon]</p> <ul style="list-style-type: none"> We held the Skills Competition this past weekend. We had diesel, culinary, and auto-collision. We got some pretty good recognition. <p>d. EEO [R. Hamdy]</p> <ul style="list-style-type: none"> Everyone is required to receive EEO training before they serve on a hiring committee. HR has had a lot of turnover in staff lately and the EEO training tends to be about 15 – 20 minutes before the first meeting starts. We are looking for a more comprehensive training and tracking system. The first big EEO training we are having is during Classified Connection week. We're having one of the attorneys that HR contracts with is coming out. <p>e. Professional Development [R. Hamdy]</p> <ul style="list-style-type: none"> Classified Connection Week is the week of June 3rd – June 6th. The trainings are not just for classified professionals; they are aimed at classified professionals, but they're open for everyone. There are several events and they're open to and benefit everyone. It's 4 days packed with events. We'll have a guest speaker and offer meals. It's a pretty big week. <p>f. Elections [D. Burns-Peters]</p> <ul style="list-style-type: none"> Senators if you've got vacancies in your divisions, you've probably heard from me. I know there are problems with getting your divisions together so I'm conscious of that. If you can get me names of new senators, I would really appreciate that. We want to invite them to our next meeting. R. Hamdy: In the next meeting we have a celebration for the incoming senators. <p>g. Curriculum [M. Copeland]</p> <ul style="list-style-type: none"> No report. <p>h. Program Review [P. Ferri-Milligan]</p> <ul style="list-style-type: none"> No report. <p>i. Accreditation & SLOs [A. Avelar]</p> <ul style="list-style-type: none"> We haven't met since our last Senate meeting, but we've been doing interviews and collecting evidence needed for the different standards. <p>j. Non-Credit: [A. Ababat]</p> <ul style="list-style-type: none"> Report will come later in the agenda. 	

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5. Committee Reports, continued	k. Ed Policy [vacant] <ul style="list-style-type: none"> • No report l. Legislative [vacant] <ul style="list-style-type: none"> • No report m. Financial Policy [vacant] <ul style="list-style-type: none"> • No report 	
6. Additional Reports	a. SBCCD-CTA [A. Avelar] <ul style="list-style-type: none"> • We're still negotiating. The topics we're negotiating is evaluations and part-time benefits. There is a proposal on evaluations that should be on our website soon. There's been law passed for more than 20 years and an MOU. • You have a lot to look at for ratification. You need access to your union email. If you forgot your password or if you don't have a union email please contact Ted Phillips at Crafton Hills College. • We're having a general meeting on Saturday, May 4, from 9 – 11 a.m. Please RSVP so we know how much food to bring. The RSVP email is sbccdtapresident@gmail.com Please bring questions- you can send them with someone in your department who is going. If you can't make it then please email questions to that email address. • Correction: The equation from my public comments was: $\text{markup} = (\text{bookstore} - \text{net}) / (\text{net}) * 100\%$. • Just a reminder from last time- With Oracle 2.0, anything regarding purchasing, faculty are not to do that. That includes vendor, cost, etc. That goes to the manager and they'll delegate it appropriately. b. District Assembly [A. Avelar] <ul style="list-style-type: none"> • We also have not met since the last Senate meeting. 	
7. Consent Agenda, continued	a. Minutes <ul style="list-style-type: none"> • 4/17/19 <ul style="list-style-type: none"> ○ Motion 1 	Motion 1: Move to approve the consent agenda. 1 st : A. Castro 2 nd : D. Burns-Peters Discussion: None Approved: Unanimously Abstentions: T. Vasquez

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<p>8. Old Business</p>	<p>a. CTE Online Pathways Grant [D. Burns-Peters]</p> <ul style="list-style-type: none"> • Two senate meetings ago you approved a motion to support the writing of a CTE pathways grant where we requested up to \$500,000 of funding. We had a one-month turnaround and we did it! [applause] I wanted to give a quick update and let you know it's been submitted. Thanks to DE leads, J. Oxendine in grant writing, and my dean K. Weiss. We'll find out if we get it on May 31st. • The overreaching goals of the grant is to increase the presence of CTE in an online environment. If you look at our online courses and programs CTE is not represented as strongly as other disciplines and areas. Also, to make sure the courses are presented in a quality manner and students have good success rates in them. There's a difference between online and face-to-face success rates and we want to make sure that training is in place. • What we're planning with the grant is things that were already on our radar and within our plan, but now if we get the funding, we can support that process. That will give us a plan that we can mirror for the rest of programs on campus that offer online courses. • We requested \$482,000 we'll see if we get it all. I would like to mention that 96% of that budget is based on the training and support for faculty. It's a huge chunk because we can't buy anything with that money so we want to support faculty in a way that they'll have success, the tools they need to transition into an online setting, and know what it means to have a quality course and to use the student success tools. We'll find out by May 31st. <ul style="list-style-type: none"> ○ R. Hamdy: Good job to D. Burns-Peters and team. They did a great job. ○ D. Burns-Peters: I also want to note that one way or the other on Flex Day on August 15 we'll have a DE day. Come join us. ○ R. Hamdy: We're going to devote the fall flex day to DE training. There's a lot of cool stuff. <p>b. Guided Pathways Committee Charge [T. El-Sharif]</p> <ul style="list-style-type: none"> • I spoke with C. Huston this afternoon. She explained that we need to run it past the VPI before we share it out. • Motion 2 <p>c. By-Laws [EEO/Ed Policy/Legislative Policy/Financial Policy]</p> <ul style="list-style-type: none"> • The by-laws for the Senate subcommittees- we aren't going to go over them because they've been open all year. I need a motion to close them now and we can reopen them next fall. <ul style="list-style-type: none"> ○ Motion 3 	<p>Motion 2: Move to table the Guided Pathways charge until the May 15 meeting. 1st: A. Aguilar-Kitibutr 2nd: D. Smith Discussion: None Approved: Unanimously Abstentions: None</p> <p>Motion 3: Move to close the open by-laws. 1st: D. Burns-Peters 2nd: K. Melancon Discussion: None Approved: Unanimously Abstentions: None</p>

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<p>9. New Business</p>	<p>a. Student Equity Report – First Read [C. Rodriguez]</p> <ul style="list-style-type: none"> • [see attachment: San Bernardino Valley College Student Equity Plan] • This is a draft. This is an overview of what we’re working on. • Student Equity is required to submit a report every single year. Last year we did an integrated report with Basic Skills and SSSP. The colleges are required to use campus-based research to conduct disproportionate impact study. • The deadline for submission is June 30, 2019. • As you see the highest disproportion are foster youth, LGBTQ students, the ethnicities, and age groups. How are we going to seek activities and close those gaps? • We are going to go through the tables for each group and some of the goals and activities that the work group is planning to do to close those gaps. The research has provided us the data. • We need to create a culture of transfer for the campus as a whole. We need to work with Admissions and Records and the Institutional Research department to identify Foster Youth and LGBTQ populations. We need to continue to close equity gaps among economically disadvantaged student populations with the goal of increasing achievement by 2% annually. • Completion of transfer-level math and English. How can we close those gaps? With the implementation of AB 705, embedded tutoring. Encourage students to enroll in the co-requisite math or English class, Math non-credit support courses, and promote the importance of using student support services. • Questions/Comments: <ul style="list-style-type: none"> ○ R. Hamdy: This is just a first read; it will come back as a second read at the May 15 meeting for a motion. Can I ask if this is a synopsis of the plan or the plan itself? ○ C. Rodriguez: It’s a synopsis. ○ D. Burns-Peters: The Safe Spaces group held an open forum panel on Flex Day. One, I’m glad to see that LGBTQ is finally represented in this group. I see there are goals to make this a safe campus. Is there more detail to the plan as to how we’re going to make it a safe campus? Have we talked to the student population or the LGBTQ plan about what they see as a safe campus? I would dare say at this point they don’t have 100% confidence in that. ○ C. Rodriguez: The plan is to incorporate what our goals are. That’s when we would come together as faculty, instruction, student services, to see what our goals are. ○ R. Hamdy: I know for groups to get funding for these things they need to be written in the plan. I know that one thing that came out of the flex day panel is there is a general 	

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<p>9. New Business, continued</p>	<p>lack of awareness of the LGBTQ community and the issues they face. Faculty need to be trained. are those things going to be built into the plan or does that need to be part of it before the deadline?</p> <ul style="list-style-type: none"> ○ C. Rodriguez: We can include faculty training for all groups. If there is funding available, we do have a procedure. ○ R. Hamdy: Right, but we wouldn't be able to do that unless it says in the plan. So, we can put it in the plan. For the veterans too. I know we had a trainer come out and talk about PTSD. I know faculty had some issues. To be able to request funding from you is huge. ○ A. Avelar: So, this is very informative, and it helps us see what's happening on the student services side and I love to hear that there is collaboration with instruction because we have the same goals. We notice that it drops when we see retention and success and we may want to target that more specifically. Is there a goal to see what disciplines there is a drop off in? I would imagine in the sciences. We don't want to touch our rigor, but what can we do to help our students in the classroom? We have to make these connections. I saw a summer bridge so they can help, for example, tell them, "This is what to expect in Chemistry..." ○ C. Rodriguez: Yes, because what we're trying to do working with the Promise and our continuing students, but we do want to incorporate how are we going to create these workshops. I do want to work with instruction and ask how we are going to create these workshops. They are going to sit down with the divisions. We want to make sure with sit with counseling. With the summer bridge we want to bring in instructional and explain what you're going to do in a Chemistry class, go over how to read a syllabus, and how to ask questions. Sometimes we are afraid to ask questions, especially for our first-generation students. We want to incorporate that. ○ R. Hamdy: And J. Fehr is probably a great connection for that. ○ A. Avelar: I want to tie that in because it could be our offsetting calendars. I know instructional faculty are probably done by graduation unless they teach summer school. That tends to be the disconnect if things are being done over the break. ○ T. Allen: I'm part of FYE and Summer Bridge which we did last summer. We are following the cohort model. I think it worked well. The planning actually started probably a year in advance. We are expanding. ○ R. Hamdy: Here's the other thing. C. Rodriguez said that a lot of this happens on the Enrollment Management Committee. I know we choose our committees, but there are options to serve on more than one committee if there is something you're really 	

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<p>9. New Business, continued</p>	<p>passionate about. Maybe we need to do a better job of when those committees meet. I know with Professional Development we send out emails about upcoming meeting dates.</p> <ul style="list-style-type: none"> ○ A. Avelar: This sounds bad, but when you say Enrollment Management, it sounds boring, but the topics are interesting. If we knew the topics that are taking place it might help. It would be how do you get involved if you can't be there physically? ○ R. Hamdy: Yeah, you could send feedback. I think maybe this is a culture shift for our campus. We are supposed to get our agendas out to our committee members 72 hours in advance. Maybe we get in the habit of sending it to the campus. So, if you can't make it to the meetings you can email the chair. The faculty voice in everything is so important and you don't want it to get lost. This will come back again. I'm going to ask for a copy of the full plan. <p>b. Outstanding Adjunct Faculty [R. Hamdy]</p> <ul style="list-style-type: none"> ● We have an outstanding faculty award; you'll have to come to Spotlighting to find out who won. We also talked about why we don't have an award for our adjunct faculty. This is just a way to honor our adjunct faculty. ● Let's make this a first read. It's very similar to how we nominate full-time faculty. ● Questions/Comments: <ul style="list-style-type: none"> ○ T. Vasquez: Does Spotlighting go out to our part-timers as well? Because I look at the email groups and it just says "full-time faculty." ○ B. Tasaka: Should we change "professor" to "instructor" to make sure it's more in line with official titles. ○ R. Hamdy: Yes, that's correct. Everything else is the same as our full-time policy. If you have other changes or suggestions, please send them to C. Huston. I'm happy that we get to honor our adjuncts. I'm really glad that as a Senate we've chosen to do this. <p>c. Guided Pathways Year-End Report [T. Simpson, R. Metu]</p> <ul style="list-style-type: none"> ● R. Metu: We started by dividing ourselves up after the training in San Francisco. We learned a bunch of information about it. When we came back we decided to split the divisions of the college amongst ourselves. Since then we worked with departments in various divisions to create mappings and pass on information as we go to seminars and learn what needs to be done. We also have conducted two college events: One is the Taco Tuesday event we did where we shared information and then we just did the April 9th mapping event and I think we had 48 or so people. We participated in Guided Pathway trainings in San Francisco, Irvine, and one in Riverside in March. A lot of people here also attended that one. 	

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<p>9. New Business, continued</p>	<ul style="list-style-type: none"> ○ We are continuing to work with departments to map their courses in their areas. After the April 9th event, a lot of people did map their courses. We are working with counselors to add on the GE components to make the mappings complete depending on which major or program. ○ This semester we have weekly Guided Pathway meetings on Thursdays from 4 – 5 p.m. in Dean Burnham’s office. Anyone who wants to come can come. ○ We are also participating in a Guided Pathways webinar. The state is passing information on it from the State Chancellor’s office. T. Simpson is also on the state panel. ○ We are analyzing the data we collected from you on April 9th. We passed out questionnaires to figure out areas of improvement to see how we can formulate the program moving forward. We also decided to map all the courses we’ve gotten like a prototype of what we think it should be. M. Robles is working on it and we will present it to you when it’s ready. ● T. Simpson: I’m one of the faculty leads as well as a liaison for the statewide community colleges in California. I do have the charges that I want to share. Thank you for approving the standing committee. We did go back and look at the charges. What I was told to hold back on was I worked on what we want to propose because looking at what other colleges are doing I want to avoid going into rabbit holes and doing needless work. I had to reschedule my meeting with the VPI due to family matters. ○ Charge: We are definitely going to incorporate OER, DE, and Professional Development with Guided Pathways. ○ The Webinars are every Wednesday from 12 – 1. I’m on the taskforce so I do generally open up the webinars and share out what we’re doing. I love to showcase what SBVC does because we work hard. Going out and seeing what others are doing I see that we work hard or harder. ○ Next semester we will meet on the 2nd and 4th Tuesday from 2 – 3:30 p.m., location TBA. The remaining meetings this semester will still be on Thursdays from 4 – 5 p.m. in PS-148. ○ A. Aguilar-Kitibutr: Does that overlap with the Basic Skills Committee? ○ T. Simpson: Yes, I was told that was the best time to get participation on campus since nobody wants to stay until 5. ○ R. Hamdy: To reiterate, part of the purpose of this report is to take a look at what Guided Pathways did this year. So, you’re working with the divisions and departments to do their mapping; the events; and you went to seminars as well. For those of you who 	

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9. New Business, continued	<p>have not had a chance to map out your programs or courses, you really need to do that because you don't want to be left behind.</p> <p>d. Noncredit Year-End Report [A. Ababat]</p> <ul style="list-style-type: none"> • [see attachment: Academic Senate Report for Noncredit] • Thanks to all those involved in the workgroup. • We contacted program chairs and faculty who are interested in developing noncredit courses. <ul style="list-style-type: none"> ○ R. Hamdy: If faculty are interested in developing noncredit courses, do they start with you or curriculum? ○ A. Ababat: They can start with me. • We created a website link with the help of P. Bratulin. • We currently launched \$50,000 grant to develop noncredit courses. <ul style="list-style-type: none"> ○ R. Hamdy: Let me see if I'm reading this correctly, you have a \$50,000 grant for faculty who want to ...noncredit CTE courses. ○ A. Ababat: Yes, the tentative deadline will be May 14th. Those who are interested contact me. ○ R. Hamdy: This is a good thing to report on with your areas and get back to A. Ababat ASAP. ○ A. Ababat: Talk to Nicole Gutierrez or Brian Lu in Applied Tech (extension 4451). 	
10. Announcements	<ul style="list-style-type: none"> • D. Burns-Peters: James & the Giant Peach this weekend. 	
11. Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 4:29 p.m. • Next meeting: May 15, 2019, at 3:00 p.m. in AD/SS 207. 	