

**SBVC COLLEGE COUNCIL  
APRIL 10, 2019 MINUTES  
PRESIDENT’S CONFERENCE ROOM, ADSS 207  
TIME: 1:30 PM–3:00 PM**

**Members:**

Diana Rodriguez, SBVC President, Chair <b>A</b>	Rick Hrdlicka
Celia Huston, Academic Senate President, Co-Chair	Dina Humble
Jamie Herrera, CTA President Designee	Riase Jakpor <b>A</b>
Rocio Delgado, CSEA Designee <b>A</b>	Wallace Johnson
Adrian Rios, ASG President <b>A</b>	James Smith <b>A</b>
Judy Rodriguez, Classified Senate President	Scott Stark
Dave Bastedo <b>A</b>	Scott Thayer <b>A</b>
Stephanie Lewis <b>A</b>	Cassandra Thomas <b>A</b>
Mary Copeland	
Marco Cota	<b>Guest(s):</b>
Paula Ferri-Milligan	<b>Minutes:</b> Dena Peters
Rania Hamdy <b>A</b>	

**A= Absent**

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**CALL TO ORDER:**

1:36 p.m. Vice President Dina Humble called the meeting to order.

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**APPROVAL OF MINUTES**

There was a question as to whether or not the minutes were to be approved because the agenda indicated the minutes were pending—**no action was taken**. Minutes tabled for a future meeting.

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

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**PRESIDENT’S REPORT**

IEPI Visit: President Rodriguez was not in attendance, but Celia Huston attended this event and offered to share her notes. Institutional Effectiveness Partnership Initiative—IEPI, a PRT team visit in preparation to the district applying for grant funding available to look at different areas in the colleges, spent a day on campus. The team was made up of colleagues from other colleges who interviewed and offered advice as a support team. The team will be back in May, for two more meetings, to report in writing a

*Our Mission: San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve quality of life in the Inland Empire and beyond.*

response for funding. Feedback provided the day of, purpose of the visit, understand where our strengths are. The report is based on things that were positive. The team visit was helpful, receive high praise for onsite team, SBVC and CHC. Taking advantage of people, such as Luke Bixler, taking a holistic look and culture change at software implementation. Changed to Canvas was a positive change, now a best practice for implementation for future software changes. Professional development should be implemented into all projects ahead of time. Increase technology to increase services to students. What we don't do so well will come in a written report. This will help in the proposal for the grant funding.

Rick Hrdlicka mentioned that we did this same process once before when HR was reorganized.

Celia confirmed the two upcoming dates for IEPI visits: 4/27/19 and 5/7/19. Discussion ensued on how the groups were divided up to get feedback.

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## **VICE PRESIDENT'S REPORT– S. STARK; D. HUMBLE; S. THAYER**

### **ADMINISTRATIVE SERVICES:**

Scott Stark shared the following items going on in Administrative Services:

- The developmental budget is complete.
- April 16, 6:30 p.m., evacuation emergency response drill.
- Measure CC, Program Manager interviews were held, two consultants were shortlisted for negotiations. One will be hired to run the program for the district.
- North Hall re-roofing will begin in June.
- Expanding the number of ADA doors on campus
- Fire alarm system retrofit
- Parking lots seal and restriping
- Recarpeting half of ADSS building, including instruction, research, counseling, 2<sup>nd</sup> floor, student services, will take about 5-6 weeks.
- Greek Theater, water lines cut during Measure M, never fixed. Repairs complete.
- Summer churn- dislocate people around campus, different areas, Promise Program, bringing in new staff, this will require more office space

### **INSTRUCTION:**

Dina Humble said the two new employees, Breanna and Lupita have been working on the fall schedule amidst challenges, the schedule is live now on the website—priority registration started 4/15/19. This is huge and thanks to the ladies for working with everyone to make this happen. Will be looking at curriculum timeline with other departments and larger group meeting to look at timelines for registration.

Promise coming up? Marco Cota said we have had 1250 inquiries. Student Services is doing a great job of preparing for the new program. Discussion ensued on ordering Chrome books or other similar devices for the students. Further discussion ensued with Wally Johnson asking if there was an idea on the impact this new program will have on enrollment and priority registration. Anticipated enrollment is expected to go up initially; have planned accordingly for students to take English and math. There will be sign-up throughout the summer. Marco further explained there will be six summer sessions starting in June through the week before classes start. Mary Copeland asked if Valley Bound students take online classes. Marco said students go through orientation to understand they are changing from high school to college, and what is expected of them. The majority of students who fall into probation are first-time students. Discussion ensued on hiring additional adjunct support staff. Dina said we will have some good data after the first semester.

Student Equity Plan: Dina shared a bit on student equity and the data released from the state was incorrect at first. New data was released a few days ago. James is working with the data. We have to use the data from the state. The VPSS had a conference and is advocating for an extension to submit the plan by the end of the academic year.

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**STUDENT SERVICES:**

No report.

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**UPCOMING POSITIONS/FILLING POSITIONS**

No report.

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**STUDENT EQUITY PLAN/DATA UPDATE – SCOTT THAYER**

No report.

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**REVIEW OF RUBRIC FOR FACULTY HIRING PROCESS – DINA HUMBLE**

A handout was distributed for this agenda item. Dina said this issue came up at the last meeting in February. Replacing faculty members who retire. This rubric was developed by our academic senate. This is the format to follow when considering replacing a position. Academic Senate could review and possibly update, this is what we have. In answer to whether this matter needs to go to college council, not for a recommendation, only for informational purposes. Dina asked

if there were any questions. Discussion ensued on this issue, Celia said the senate looked at this in 2017, and made the decision not to change it, reference to program review contraction and expense. The bottom line is the process is being followed according to the rubric, and ultimately, the VPI has to review and will not sign the paperwork unless it has gone through the rubric process. The issue of how classified positions were filled was discussed, and what was the process, as there always seems to be a big list of classified positions to be filled. Scott Stark said that all vacant classified positions get replaced unless the manager decides not to fill. Growth positions are taken from the program review priority list. Celia suggested the academic senate do a two-year review of the faculty rubric.

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### **GUIDED PATHWAYS INFORMATION FROM MEETING IN RIVERSIDE – DINA HUMBLE**

Dina gave a visual presentation of the Guided Pathways Planning Summit she attended on March 4-5, 2019, at Riverside Convention Center. There were other faculty and staff who attended this event. She talked about what they did at the summit, collaborated and networked with colleges from Region 9, heard student voices and a panel of the Riverside District. Attendees participated in three college strategy sessions specific to SBVC. She reviewed the college strategy session, which identified obstacles, challenges and opportunities visible and invisible, what values, beliefs and assumptions about how we do business at the college; and identified strategies to tackle challenges and opportunities. Staff met on 4/9/19, 48 faculty were in attendance, and several programs were mapped, some meta majors were drafted. The next steps, guided pathways faculty workgroup will continue to meet with departments to continue mapping. There will be an institution-wide student success retreat on May 10. There was a Q&A session.

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### **CHANGE IN WI-FI LOGIN—R. HRDLICKA**

Rick explained the change in Wi-Fi login. Faculty and staff will use the SBVC restricted login with user name and password. Those with school-issued computers/laptops will have printing capabilities, and access to network shares. SBVC portal is for students and guests. Some networks will be going away. Students will be notified of the change via email as well as to employees after this discussion.

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### **BP & AP 3570 SMOKING ON CAMPUS—C. HUSTON**

This policy change has come to district assembly. There was a handout distributed. There was no vote due to lots of conversation on the impact this change would have on facilities and grounds, once the ashtrays are removed. There will be potential impact on surrounding

businesses. This proposal comes from CHC campus from the students, who want a smoke-free district. This item will be back on the district assembly agenda on 5/7/19, and Celia wanted some feedback from college council and academic senate She would like some direction on how to vote. What is the campus opinion? Discussion ensued on what happens if the campus goes to a non-smoking campus. Could this be an item for the Academic Senate? Are there any other committees that this issue should go to? Is this, or will this policy actively enforced? Cigarette butts are found around the campus, designated smoking areas--some things to consider and think about. Scott said he will bring the issue to Facilities and Safety Committee for a recommendation.

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### **ACCREDITATION AND STUDENT LEARNING OUTCOMES – C. HUSTON**

Celia Huston is working on accreditation and received half of institutional learning outcomes mapping spreadsheets and generating reports. Have received lots of feedback from major committees who will help put together the self-study report. Seven interviews set up next week for Standard I, reach out and talk to key players, get information and assimilating into a draft in the summer, and ready for final draft next spring, and final for board in June 2020.

Looking at institution set standards. Accreditation committee making recommendations on institution set standards to take to the constituency groups. We don't think they will measure up in October 2020 left as is, looking at now to survive accreditation. Committee meets on 5/16 and then on 6/4/19 will go to Academic Senate.

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### **EDUCATIONAL MASTER PLAN– J. SMITH**

No report.

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### **STRATEGIC PLANNING – J. SMITH**

No report.

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### **PROGRAM REVIEW – P. FERRI-MILLIGAN; W. JOHNSON**

Paula said efficacy will be done for all divisions prior to graduation and institutional report posted on Canvas. There are some concerns on how to put programs on the rotation list, addressing issue of outsourcing and things come off of the list. Will get some input from the senate. Discussion ensued with examples given; there is no policy on who puts the programs on and off the list.

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**COMMITTEE REPORTS:**

Mary Copeland said there will be a curriculum workshop on 4/9/19, Flex Day, we're very busy right now.

Rick Hrdlicka mentioned the Chrome program installation for AB 705, furniture in for new classrooms.

Judy Rodriguez said the Classified Senate has finalized their scholarship award selections, and will be giving out 10 awards of \$250 each. She spoke about a new initiative on Caring Campus to help increase the type of interactions with classified professionals and students. A group of classified employees have been going through coaching sessions, working on changes to make now. There will be a guest speaker during Classified Connection Week. Classified Senate will have a pancake breakfast fundraiser on 4/20/19 at Applebee's in Highland, and tickets are on sale for \$10 per person.

Marco Cota said we are on target for AB 705, lots of hard work, everything running smoothly. Students are registering for math and English courses. Anxious to see the results after the semester.

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**OTHER:**

No reports.

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Meeting adjourned at 2:46 p.m.

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**Next College Council Meeting: Wednesday, April 24, 2019**

**Academic Year 17-18: Bi-Monthly, 2<sup>nd</sup> & 4<sup>th</sup> Wednesday, 1:30-3:00pm, AD/SS 207**

Remaining Academic Year 18-19 Meetings:

Wednesday, April 24, 2019

Wednesday, May 8, 2019

Wednesday, May 22, 2019