

**SBVC COLLEGE COUNCIL**  
**April 11, 2018 MINUTES**  
**PRESIDENT’S CONFERENCE ROOM, ADSS 208**  
**TIME: 1:30 PM – 3:00 PM**

**A= Absent**

Diana Z. Rodriguez, SBVC President, Chair

Terri Long **A** (*excused*)

James Smith

Celia Huston, Academic Senate President, Co-Chair

Scott Stark

Sheri Lillard (CTA) **A**

Scott Thayer

Santiago Castillo (ASG) **A**

Cassandra Thomas **A** (*excused*)

Fermin Ramirez (CSEA Designee) **A**

Kay Weiss **A** (*excused*)

Kathryn Jaramillo (Classified Senate)

David Bastedo **A**

**Guest(s):**

Stephanie Briggs **A** (*excused*)

Wallace Johnson

Mary Copeland

Dave Rubio

Marco Cota

Paula Ferri-Milligan

Rania Hamdy

Rick Hrdlicka

Nicole Williams (MINUTES)

Riase Jakpor

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**CALL TO ORDER:**

1:40 p.m. Diana Rodriguez called the meeting to order.

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**APPROVAL OF MINUTES**

March 28, 2018 - *PENDING*

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**UPCOMING POSITIONS/FILLING POSITIONS**

Wallace Johnson and Dave Rubio spoke with the committee regarding the need for an additional Athletics Trainer. There is an issue with California Community College Athletics Association (CCCAA) compliance with regard to having an Athletic Trainer in attendance at all games. Currently the full-time Athletics Trainer is in attendance at games; however, when multiple games occur, such as the softball games off-campus, the Athletics Trainer is often “on-call”

*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.*

utilizing a cell phone. In addition to presence at games, and working with athletes to prevent and recover from injuries, the Athletic Trainer currently teaches KIN-232 Prevention and Care of Athletic Injuries. There was a lengthy discussion with regard to needs assessment and Program Review - an Athletics Trainer is currently ranked at number 2 and a Sec II for Arts & Humanities is currently ranked at number 1. Both Wallace and Dave reiterated the need for a second Athletics Director to be present at home events when the current Athletics Director is at away games and/or teaching sports medicine, and that the college can be fined for non-compliance.

Diana Rodriguez entertained a **Motion to Request** additional information/research from the division/department at the next College Council meeting with regard to the hiring of an Athletic Trainer, whether filled full-time, part-time or through other means such as CSEA hourly classified, to be in compliance with CCCAA and prior to making an Athletic Trainer a permanent growth position.

Paula Ferri-Milligan moved, Mary Copeland second. No further discussion and the group voted as follows:

**AYES:** Copeland, Ferri-Milligan, Hrdlicka, and Huston.

**NOES:** Cota, Jakpor, Jaramillo, Smith, and Thayer.

**ABSTENTIONS:** Hamdy

**ABSENT:** Bastedo, Briggs, Castillo, Lillard, Long, Ramirez, Stark\*, Thomas and Weiss.

**Motion Failed**

\*arrival after motion

Diana Rodriguez entertained a **Motion to Approve** the **Recommendation to the President** the hiring of an Athletics Trainer to be in compliance with CCCAA.

Marco Cota moved, James Smith second. No further discussion and the group voted as follows:

**AYES:** Cota, Jakpor, Jaramillo, Smith, and Thayer.

**NOES:** Copeland and Ferri-Milligan.

**ABSTENTIONS:** Hamdy, Hrdlicka, and Huston.

**ABSENT:** Bastedo, Briggs, Castillo, Lillard, Long, Ramirez, Stark\*, Thomas and Weiss.

**Motion Carried**

\*arrival after motion

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## **PRESIDENT'S REPORT**

Diana indicated that she will meet with Wallace Johnson and Dave Rubio to discuss next steps and options by taking into account Program Review, budget, compliance and safety.

Diana provided the following updates:

- Diana reported that enrollments are going well.
- Adult Education is working with faculty to determine additional support and funding that may become available for ESL, non-credit, outreach and citizenship programs. Last

year/early this year, Adult Education was able to assist in funding a counselor for both campuses – the counselor that has been working at SBVC has been able to make a lot of in-roads with Adult Education for support of the programs previously mentioned.

- In the process of designing a district-wide Promise Program – upscaling our current Valley Bound program.
  - Representatives from Southern California Edison (SCE) were on campus last week to review the Applied Technology programs to discuss partnering with us either through scholarships or materials to help us increase our capacity. The SCE representatives were very impressed with the programs.
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## **VICE PRESIDENTS' REPORTS – S. STARK; J. SMITH; S. THAYER**

### **ADMINISTRATIVE SERVICES**

Scott reported that he attended a meeting at the District – to include the Executive Director of HR, Jose Torres, Director of Fiscal Services, Larry Strong, and Business Manager, Steve Sutorus – to streamline the signature authority at SBVC. All agreed that various forms do not need to go to the President or Vice Presidents for signature. The new signature authority list will be distributed via mail for implementation on Monday, April 16.

April 26 – Emergency Response Drill (10am-10:30am)

Scott is seeking student volunteers to be “victims.” A suggestion was made to contact Diana Dusick (RTVF) and Melinda Oliver (THART). The students will meet Scott at April 26 at 8am to briefly review the scenario/location, and then students will return for the drill scenarios at 10am.

**CLASSROOM KEYS** – College Police will no longer open doors in the morning; custodial will now open doors. If faculty or staff need a door unlocked, they are to first check with the Division Office for a key. If the Division is unable to open the door, then they need to contact Administrative Services to dispatch a custodian. Computer labs are not to be open as faculty has a key to labs. Administrative Services is also working to have all faculty receive a key to the classroom in which they teach.

### **STUDENT SERVICES**

Scott provided the following reminders:

April 16 – SMR/FA registration begins

April 20 – Financial Aid Day

April 20 – Senior Day

May 25 – Commencement (contact Student Life for regalia)

## **INSTRUCTION**

NO REPORT.

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

NO REPORT.

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## **EDUCATIONAL MASTER PLAN and STRATEGIC PLANNING – J. SMITH**

Annual Report for ACCJC has been completed by Research and Planning. The campus climate surveys are forthcoming – moving away from SNAP to Qualtrics, a system used by CSUSB. <https://www.qualtrics.com/>.

The Grants Management Director position is no longer held by Alfonso Hernandez – an interim for the position is being sought.

James reported that there are issues with the ZERO GRANT in that a way to obtain the textbooks was not flushed out, and now Research & Planning is working on how to resolve.

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## **PROGRAM REVIEW – P. FERRI-MILLIGAN**

Paula Ferri-Milligan posed a question from the Program Review Committee: how is the division/department funding the position of Student Success Center Coordinator based on a recommendation to recruit/hire approved at the March 28, 2018 College Council Meeting? Members recommended that Paula await the attendance of Scott Stark to respond to the funding question. Paula requested to have the information by Friday, April 20. Diana indicated she would obtain the information from Scott to then provide to Paula.

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## **COMMITTEE REPORTS:**

NO REPORTS.

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**OTHER:**

Rick Hrdlicka – email reminder sent to campus to submit technology requests now rather than waiting until the first week of the semester.

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Meeting adjourned at 2:58 p.m.

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**Next College Council Meeting: Wednesday, April 25, 2018**

**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 17-18 Meetings:

Wednesday, April 25, 2018

Wednesday, May 9, 2018

Wednesday, May 23, 2018