

**SBVC COLLEGE COUNCIL  
MAY 22, 2019 MINUTES  
PRESIDENT’S CONFERENCE ROOM, ADSS 207  
TIME: 1:30–3:00 PM**

**Members:**

Diana Rodriguez, SBVC President, Chair  
Celia Huston, Academic Senate President, Co-Chair  
Jamie Herrera, CTA President Designee **A**  
Rocio Delgado, CSEA Designee **A**  
Adrian Rios, ASG President **A**  
Judy Rodriguez, Classified Senate President  
Dave Bastedo **A**  
Stephanie Lewis **A**  
Mary Copeland **A**  
Marco Cota  
Paula Ferri-Milligan **A**  
Rania Hamdy

Rick Hrdlicka  
Dina Humble  
Riase Jakpor **A**  
Wallace Johnson  
James Smith  
Scott Stark  
Scott Thayer  
Cassandra Thomas

**A= Absent**

**Guest(s):** Joanna Oxendine; Nick Nazarian

**Minutes:** Dena Peters

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**CALL TO ORDER:**

1:36 p.m. Celia Huston called the meeting to order. She proposed to start with Vice-president reports.

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**APPROVAL OF MINUTES**

- April 24, 2019
- May 8, 2019

Scott Stark motioned to approve the minutes for April 24 and May 8; Marco Cota 2<sup>nd</sup> the motion. Minutes were approved by general consensus.

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**PRESIDENT’S REPORT**

Diana Rodriguez noted on enrollment that it looks like we are going to hit our target, a good thing . . . kudos to everyone. The graduation class will be one of our largest classes, 1,600 students. Now we can go back and see how this will all fit in with the new student formula. A comment on the student equity plan, the plan is ongoing, a living document. One thing going to add are the efforts in the OEI. Lots of conversation on the new tech building. Thank everyone for your work—this is the last meeting of the academic year.

*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.*

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**VICE PRESIDENT’S REPORT– S. STARK; D. HUMBLE; S. THAYER****ADMINISTRATIVE SERVICES**

Scott Stark said start of summer projects will begin in a couple of weeks, e.g., carpet, roof repairs, overall campus, pavement repairs and striping. At the last safety committee, Casey Thomas reported out. Last budget committee, everything has been submitted, May revise, we are in deficit over the next fiscal years. The state to pay one-time \$1 billion towards STRS deficit. Issues on deficit factor, nothing new on the May revise.

**INSTRUCTION:**

Dina Humble thanked those in the room who attended the May 10<sup>th</sup> event, which was a huge success—approximately 93 attendees across all constituent groups. She is preparing a report that will outline what the work groups did. Want to keep the momentum moving forward to opening day. Several initiatives converging soon. Nursing pinning ceremony is tonight at 6 p.m. in the auditorium. Several other graduation celebrations going on around campus. Summer enrollment is looking good, meeting our target and beyond. Incoming students testing the waters, thing going well.

**STUDENT SERVICES:**

Scott Thayer mentioned commencement this week, should be sunny. Tomorrow walk-through with the students in the morning; full setup—500 students RSVPd to participate. Summarized end of year activities. Gear up for the summer bridge, six groups of students coming in for the fall (non-credit, one week, begin last week of June). Discussion ensued on what happened in the past when it rained during commencement—event canceled and rescheduled for another date—happened once. Expected light rain, most light rain to continue.

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**UPCOMING POSITIONS/FILLING POSITIONS**

Scott Stark mentioned vacancies and filling positions still going forward for replacements.

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**INTENT TO APPLY FOR GRANT FORM – J OXENDINE**

Joanna Oxendine, Interim Director of Grant Development & Administration distributed a handout of an Intent to Apply for Grant form. She noted since she started in March 2019, she’s quickly learned there were not a lot of processes in place and is putting new processes in place

for grants. This is a starting point, know where to start, no need to field things out on their own. Nick Nazarian and I are working together to develop a list of on-campus grants, get more bang for our buck. She used the old form and from some other organizations as a starting point and as samples. Want to make it easy for faculty and staff to apply for grants. The form will be uploaded to the grant home website. She did a quick review of the new form. People can just fill in the information needed. Joanna proposed to get the grant advisory group up and running again. Retaining Go-No-Go rubric. Joanna asked if James had any comments.

James Smith said this is going to be a big step to get things set up in financial way to keep campus aware of how to initiate a grant, who to talk to, and centralize. We want to keep with the mission and vision and don't want to obligate the campus to more than it can handle. The grant director needs to be aware of what is going on to ensure obligations are met, things required are in good standing, and want to support.

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### **STUDENT EQUITY PLAN UPDATE – S. THAYER**

Scott Thayer said the plan is going through the process. A handout is a snapshot of what who we serve, what we're doing on disproportionate impact by outcome. Identifying those groups who fall under the DI status. We are on a four-year plan. Discussion ensued on missing information, certain columns with no information. Based on data set provided by the state is where the information came from. James Smith explained that data was separated out based on gender within the groups provided. There is more detailed data available, the handout is a summary.

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

On accreditation, we're gathering up the data and information collected. There are several people working on the draft this summer, after which the draft will go out to committee in August, then to the campus mid-semester and going forward.

SLOs, to begin discussion over the summer to open up SAO cloud and see how this will function for us. Want to maintain a culture for SAOs on regular data collection for program review. Still need to contact those working on ILO mappings and get responses. A concern is the evidence needed from the district.

James Smith also commented on SLOs, we are able to select SLOs using Informer, a program that is part of our database, SLO for courses. Discussion ensued on this matter—more discussion to continue in the next academic year. We're able to automate and select out classes. Also on accreditation, we've had a good response on the evidence collection.

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

James Smith reviewed what we talked about at the last meeting and wanted to bring everyone up-to-date on where we are so we have a clear understanding. Several handouts were available. Handout #1--Goals from the master plan (6), linked to goals and objectives from the strategic plan, which sunsets this year, which is noted in the plan document on the campus website. Handout #2 and #3--the strategic plan in numeric form shows where we are and what needs to be met in order to meet the goals. As we move forward, we will reduce the measureable metrics in meeting objectives. Will be working on in the summer, for a more straightforward goals and objectives. Discussion ensued on this matter. Need to include measurable outcomes and make more streamlined. A tedious task but we know where we're going.

Handout of the mission--Everything, all our goals and objectives, will be guided by the mission. Also, the mission should align with what is required for accreditation.

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

Wally Johnson reviewed what was said at the last meeting on finishing up the efficacy reports. Received feedback from faculty who have suggested improvements on the process. Will have more discussion in the fall. Further discussion ensued on concerns, continuity on the process, healthy for the committee to discuss, EMP one sheets—grades in and next year's worksheets developed, worksheets for academic and non-academic, service areas. This may be a good time for constructive conversation in the next semester.

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## **COMMITTEE REPORTS:**

Classified Senate: Judy Rodriguez said this week is Classified Employee Appreciation Week. We'll have a coffee and donuts time for employees. There is a leadership conference next month; campus employees who won will be recognized during Classified Connection Week in June. The calendar for classified connect week has gone out; there will be a guest speaker following the breakfast to talk about the Caring Campus initiative; there is a BBQ and softball game on May 31<sup>st</sup>.

District Sites Safety Committee: Casey Thomas reviewed discussion at the district meeting re: fire drills. Next meeting is Sept. 20<sup>th</sup>, will review chemical hazmat plan.

Professional Development: Rania Hamdy noted the committee had a planning meeting. She is off for the summer, but will be available as needed.

Enrollment Management: Marco Cota mentioned AB705 is on its way, meeting first week in June, looking at doing assessment online for students out of the area. Used work group in student services, looked at reporting practices, key areas, admissions, matriculation, counseling. Financial aid, look at gaps and streamlining processes.

Technology Committee: Rick Hrdlicka working with Scott Stark on summer projects. Purchased 80 PCs at \$185K. Adobe software, students will need to login, to be updated in the summer.

Foundation: Nick Nazarian thanked everyone for their support and efforts in the scholarship awards selections and the golf tournament, appreciated all the support.

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**OTHER:** Discussion on the committee self-evaluation. James said he would send out a reminder notice for people to complete before the semester is over.

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Meeting adjourned at 2:40 p.m.

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**Next College Council Meeting: Wednesday,**

**Academic Year 18-19: 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, February 27, 2019~~

~~Wednesday, March 13, 2019~~

~~Wednesday, March 27, 2019~~

~~Wednesday, April 10, 2019~~

~~Wednesday, April 24, 2019~~

~~Wednesday, May 8, 2019~~

~~Wednesday, May 22, 2019~~