

SBVC COLLEGE COUNCIL
October 11, 2017 MINUTES
PRESIDENT'S CONFERENCE ROOM, ADSS 208
TIME: 1:00 PM – 3:00 PM

A= Absent

Diana Rodriguez, SBVC President, Chair
Celia Huston, Academic Senate President, Co-Chair
Santiago Castillo (ASG) **A**
David Bastedo **A**
Stephanie Briggs **A**
Mary Copeland
Marco Cota
Grayling Eation **A**
Paula Ferri-Milligan
Rania Hamdy
Rick Hrdlicka
Kathryn Jaramillo **A**
Sheri Lillard

James Smith
Scott Stark
Scott Thayer
Cassandra Thomas
Kay Weiss
Nicole Williams (MINUTES)

Guest(s): Yancie Carter

CALL TO ORDER:

1:08 p.m. Diana Rodriguez called the meeting to order.

APPROVAL OF MINUTES

Diana Rodriguez entertained a **Motion to Approve** the **September 13, 2017 College Council Minutes**. Scott Stark moved, Marco Cota second. No discussion and the group voted as follows:
AYES: Cota, Ferri-Milligan, Hamdy, Huston, Hrdlicka, Lillard, Smith, Stark, Thayer, Thomas, and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Copeland (late arrival), Castillo, Bastedo, Briggs, Eation, and Jaramillo.

Motion Carried

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.

UPCOMING/FILLING POSITIONS – D. RODRIGUEZ

Diana Rodriguez provided the following updates: the Vice President of Instruction position is on-target for December submission to the Board of Trustees; the Dean of Equity interviews have transpired, currently undergoing a reference/background checks. 1st level interviews for the First Year Experience Director have transpired, with the 2nd level interviews scheduled for Friday, October 13. The other dean positions are currently in the committee formation stage; Diana spoke with Human Resources and has offered to pay for any committee work conducted on a Saturday if that is the desire of faculty to accommodate/expedite the selection process. The 2nd level interviews for counseling faculty begins next week. The Director of Grants hired will begin the assignment in November.

INTEGRATED PLAN (SSSP/STUDENT EQUITY AND STUDENT SUCCESS/BSI) – S. THAYER

Scott Thayer provided a copy of the Integrated Plan (see attached). The integrated SSSP/Student Equity/BSI program model promotes integrated planning and program coordination at the district and college levels. The three programs retain separate requirements as specified in Education Code and title 5 regulations; these requirements are built into the Integrated Plan to ensure compliance with applicable law and regulations. In coming years, the State Chancellor's Office intends to pursue changes in Education Code and title 5 regulations to achieve even greater integration and alignment of the three programs in subsequent planning cycles.

Plans are to be developed in consultation with students, staff, administrators, faculty, Academic Senate, and members of the community as appropriate. The plan must be adopted by the governing board of the community college district and submitted to the State Chancellor's Office by **December 1, 2017**. A separate plan must be submitted for each college in the district.

Scott indicates he has presented to Academic Senate, in addition to undergoing student review.

Diana Rodriguez entertained a **Motion to Approve the Integrated Plan (SSSP/Student Equity and Student Success/BSI)**. Paul Ferri-Milligan moved, James Smith second. No discussion and the group voted as follows:

AYES: Cota, Ferri-Milligan, Hamdy, Huston, Hrdlicka, Lillard, Smith, Stark, Thayer, Thomas, and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Copeland (late arrival), Castillo, Bastedo, Briggs, Eation, and Jaramillo.

Motion Carried

PRESIDENT'S REPORT – D. RODRIGUEZ

Diana Rodriguez is requesting that the College Council move in the direction of a working committee; working on various integrated planning projects in addition to reporting committee work. Diana will work with the Vice Presidents to create agenda item topics. In addition, Diana asked for suggestions for upcoming agendas from council members; the council members offered the following suggestions:

- STRATEGIC PLAN/GOALS
- EDUCATION MASTER PLAN – LINK TO NEW ACCREDITATION STANDARDS
- EMP SHEETS/PROGRAM REVIEW
- FACILITIES PLAN
- STRATEGIC PLANNING THROUGH A CULTURAL COMPETENCE LENS

The council members agreed to begin with *Strategic Planning Through A Cultural Competence Lens*. Rania Hamdy will provide information to Nicole so that council members can review prior to the next College Council meeting scheduled for October 25. Diana requested that council members review planning documents to determine links to the information that Rania Hamdy provides.

The *Strategic Planning Through A Cultural Competence Lens* was a 3-part workshop conducted SP16 at Cal-Poly Pomona. The workshops included an overview of cultural competence – how it applies to higher education – to ultimately create objectives that would integrate into the strategic planning goals. The workshops were facilitated by a cultural competence educator and by members of the RP Group (a provider of research, support and education for California community colleges) through the collaborative efforts of SBVC Office of Instruction, Student Services and Professional Development.

VICE PRESIDENTS' REPORTS – S. STARK; J. SMITH; S. THAYER

Administrative Services – Scott Stark

- FTES budget tracking is fine; 10,500 goal is on-track.
- Gym is in the final stages of walk-thru; currently cleaning construction area.
- CTE building and softball facilities are the current priorities.
 - SP/SUMMER will know if CTE will receive bond funding.
 - Construction yard is being reviewed as a potential location for a temporary softball field.
- Great Shake-Out scheduled for October 19 at 10:19am.

Instruction – James Smith

- Laura Gowen has been assigned to a new position at the District, effective Friday, October 13, 2017.
- The Zero Textbook Grant has been funded.
- Concurrent Enrollment is going well.
- CourseLeaf is moving through the approval process; contract changes made by the vendor are current under review.
- Overload process for FT/PT faculty is being documented.
- Schedule will be on time, both print and online (assistance received from division secretaries created CSEA issues).

Student Services – Scott Thayer

- Establishing process and location for new Student Food Pantry.
- FASFA open October 1 to re-apply.
- Transfer applications now open.
- SP18 registration opens October 31 for Priority 1 students.
- Attended the *CCC Change Leadership Summit 2017* held in Irvine, October 5-6.
<http://iepi.cccco.edu/>
https://drive.google.com/file/d/0B_RVCxMOM_TDb0h4LXlyWXJkSFU/view

ACCREDITATION AND STUDENT LEARNING OUTCOMES – C. HUSTON

The Mid-Term Report was submitted for approval to the September Board of Trustees meeting <http://www.sbccd.org/~media/Files/SBCCD/District/Board/Agenda/2017/9-14-17%20Agenda.pdf>. At an upcoming meeting, they will be reviewing the new standards. The next accreditation visit will be in 2.5 years.

EDUCATIONAL MASTER PLAN and STRATEGIC PLANNING – J. SMITH

The EMP sheets are due to the VPI at the end of the month.

PROGRAM REVIEW – P. FERRI-MILLIGAN

Needs Assessments are due October 23. Currently vetting process of emergency needs.

COMMITTEE REPORTS:

Curriculum Committee: Mary Copeland reports that there are a lot of courses moving through. Jeremiah Gilbert has accepted an interim position at the District. Unable to offer distributed education non-credit courses at this time - researching. Current project is revising the course outlines of record to include outside course hours.

OTHER:

College Council members requested a return to the meeting time of 1:30-3pm. The new schedule will begin effective next meeting, October 25, 2017.

Rania Hamdy asked for council members' opinion on conducting Committee Chair training. Ideas suggested were following Robert's Rules; conducting training as a flex-day activity; conducting training during Faculty Orientation; merge with a Faculty Chair Meeting; and/or attend a leadership conference through Academic Senate. After discussion, it was determined that Rania will gather ideas for council members' review.

Yancie Carter reported that Starfish is going well; Diana Rodriguez requested that Yancie provide information so she can report on Starfish within her President's Report to the Board of Trustees.

Cassandra Thomas requested to clarify that the division secretaries should not be performing the work of a Schedule and Catalog Data Specialist, and that CSEA is enforcing the contract with regard to job duties.

Meeting adjourned at 2:40 p.m.

Next College Council Meeting: Wednesday, October 25, 2017

Academic Year 17-18: Bi-Monthly, 2nd & 4th Wednesday, 1-3pm, AD/SS 207

Remaining Academic Year 17-18 Meetings:

Wednesday, November 8, 2017

Wednesday, November 22, 2017

Wednesday, December 13, 2017

Wednesday, January 10, 2018

Wednesday, January 24, 2018
Wednesday, February 14, 2018
Wednesday, February 28, 2018
Wednesday, March 14, 2018
Wednesday, March 28, 2018
Wednesday, April 11, 2018
Wednesday, April 25, 2018
Wednesday, May 9, 2018
Wednesday, May 23, 2018