

**SBVC COLLEGE COUNCIL
MARCH 9, 2016 MINUTES
PRESIDENT'S CONFERENCE ROOM, ADSS-207
TIME: 1:00 PM – 3:30 PM**

A= Absent

Gloria Fisher, SBVC President
Jeremiah Gilbert, Academic Senate President, Co-Chair - **A**
Dave Bastedo - **A**
Aaron Beavor
Lorrie Burnham
Marco Cota - **A**
Paula Ferri-Milligan
Rania Hamdy
Leticia Hector
Rick Hrdlicka
Diane Hunter
Celia Huston

Henry Hua, Acting VPI
for Haragewen Kinde
Sarah Miller - **A**
Ricky Shabazz
James Smith - **A**
Scott Stark
Linda Subero - **A**
Kay Weiss
(19 members)

Guest(s): Susan Bangasser, Shawn Blaylock, Paul Bratulin, Kevin Fok, Sandy Kate, Albert Maniaol, Lauren Sanders, Sheryl Sterry, and Allene Timar.

CALL TO ORDER:

1:03 President Fisher, called the meeting to order.

APPROVAL OF THE FEBRUARY 24, 2016 MINUTES

President Fisher entertained a **motion to approve the FEBRUARY 24, 2016 minutes**. Rick moved, Lorrie second. No discussion and the group voted as follows:

AYES: Burnham, Ferri-Milligan, Fisher, Hrdlicka, Hua, Huston, Shabazz, and Stark

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Beavor, Cota, Gilbert, Hamdy, Hector, Hunter, Miller, Smith, Subero, and Weiss

NO Quorum

Re-vote taken after more members arrived and quorum met.

President Fisher entertained a **motion to approve the FEBRUARY 24, 2016 minutes**. Lorrie moved, Henry second. No discussion and the group voted as follows:

AYES: Beavor, Burnham, Ferri-Milligan, Fisher, Hamdy, Hector, Hrdlicka, Hua, Hunter, Huston, Shabazz, Stark, and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Cota, Gilbert, Miller, Smith, and Subero.

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 – G. FISHER

Scott discussed with the group the replacement of the Custodian (Marcial Cardenas who retired) position in the Custodial Department under the Vice President of Administrative Services Office. Our custodial staff is at a minimum. He requested that we fill this vacancy as soon as possible.

President Fisher entertained a **motion to approve the replacement of the Custodian position**. Rick moved, Henry second. Discussion as follows:

A member inquired if this was a different custodian position from the last custodian position discussed at the last meeting. Scott confirmed that is correct.

No further discussion and the group voted as follows:

AYES: Burnham, Ferri-Milligan, Fisher, Hrdlicka, Hua, Huston, Shabazz, and Stark.

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Beavor, Cota, Gilbert, Hamdy, Hector, Hunter, Miller, Smith, Subero, and Weiss

NO Quorum

Re-vote taken after more members arrived and quorum met.

President Fisher entertained a **motion to approve the replacement of the Custodian position**. Henry moved, Paula second. Discussion as follows:

Another member inquired if this was a different custodian position from the last custodian position discussed at the last meeting. Scott confirmed again that is correct.

No further discussion and the group voted as follows:

AYES: Beavor, Burnham, Ferri-Milligan, Fisher, Hamdy, Hector, Hrdlicka, Hua, Hunter, Huston, Shabazz, Stark, and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Cota, Gilbert, Miller, Smith, and Subero.

MOTION CARRIED

President Fisher discussed with the group the HVAC/R full-time Faculty position in the Vice President of Instruction Office.

This position was discussed at College Council in the past. Dr. Kinde had prepared the memorandum, but for whatever reason it was never brought to College Council for a vote. It got past us here, so we need to vote now for this full-time HVAC/R faculty position. This is the position that comes as the top position on the new Program Review List that was distributed in December. She needs a vote from College Council so that we have a complete full record of this position having gone forward because it is already in process, but it is not too late to catch up with our vote.

President Fisher entertained a **motion to approve the HVAC/R full-time Faculty position**. Scott moved, Paula second. Discussion as follows:

Kay stated she wanted it to be clear that this is technically a replacement position because it was a position that was not replaced based on a resignation earlier. It is not a growth position; it is a replacement position.

President Fisher stated it is a replacement position that rose to a level of us having a greater need for this position than the Kinesiology position that was vacated through retirement.

No further discussion and the group voted as follows:

AYES: Beavor, Burnham, Ferri-Milligan, Fisher, Hamdy, Hector, Hrdlicka, Hua, Hunter, Huston, Shabazz, Stark, and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Cota, Gilbert, Miller, Smith, and Subero.

MOTION CARRIED

REQUEST FOR ONE-TIME URGENT EMERGING NEEDS – H. Hua

Henry addressed with the group the HSI STEM PASS GO purchase of three golf carts using Title III funds to complete grant objectives. He is coming to this group because they had one of these golf carts stolen on campus 9-16-15. The golf cart is part of our STEM project that we are working for between the five subject areas: Physics, Mathematics, Welding, Automotive, and Electricity. They are working on these golf cart projects, using the three carts purchased, and they are a collaborative piece between all five areas. Because it was a campus item stolen, we had a deductible but the deductible is \$5,000.00, which is more than the golf cart. Therefore, we are not able to utilize our insurance policy to replace it. Because the golf cart was purchased with grant funds, we have to explain to our Project Manager why this happened and what our plans are to complete this project. I am coming to this group to, hopefully, get approval for another purchase of a golf cart, so we can be within our confines of our grant objectives. When we purchased the golf cart, it was for \$4,250.00.

President Fisher entertained a **motion to approve the purchase of HSI STEM PASS GO Golf Cart in the amount of \$4,250.00.** Kay moved, Ricky second. Discussion as follows:

Scott stated, regardless of how we vote as a recommendation today, the facts are relative to our budget and it would probably be shut down by the Board. We are at a point where our fund balance is locked up now. Any request for additional funds out of our fund balance are being heavily scrutinized. At the last College Council meeting we approved some funds for protecting some historical art work on campus, which was only around \$2,000.00. This request was questioned by the Chancellor and Vice Chancellor. So, you understand that it is where we are at. We do not have any fund balance money to spend beyond the Program Review monies that we already approved earlier this year.

Susan asked if someone had funds or, if funds become available, could we designate it for a particular project or for this request.

Scott stated, if someone had funds available, that certainly there is no reason why you could not spend it on a cart. Typically, College Council votes on a budget adjustment to get monies from our fund balance. What he is saying is, that most likely, there is no funds to use to spend from the fund balance at this time.

President Fisher added a piece because, of course, we would have a concern about what the outcome would be when a team is reviewing our work under the grant and finds that we have not been doing the work that we agreed to do under the grant. As you know, I am retiring and will be leaving. I have a cart that I drive around in. I am willing to move the cart from being assigned to me to being assigned to STEM. They then can work their projects. If you have seen the project (it is a building project), it is amazing what they are doing with the golf carts. She would like the members to take that into consideration as you vote. As Scott has explained, the money situation regarding our fund balance has gone from bad to worse. She understands where Susan is coming from, that is, money becomes available and then we voted "yes" and then maybe we could go ahead and pay it. If she was not optimistic, then that would be good, but she is looking at the greater probability of us not falling out of compliance with our grant terms.

Lorrie asked if the motion could be amended stating that, upon your departure, the cart you have could be moved to that area.

Kay stated that would be a different motion.

President Fisher stated that her cart is not a motion. Her cart could be assigned to wherever, depending on how she wants to look at it. The cart was actually purchased by the Police Science Division about fifteen years ago. It is College property.

Susan asked if someone else could give up a cart. President Fisher stated someone would have to be willing to give up a cart. She had thought of the Police Department and Maintenance, but you will get a big "no".

Henry pointed out that whoever decides not to use their cart and allows them to use their cart, it will be a while before the cart is done. Once the cart is done, that cart is not going to be used since it will be a deck-out cart. You do not want to go around campus and smash this cart. The cart will be used so students can see the value of STEM and Art working together. It is a display item. Of course, we will perhaps use it when we bring dignitary individuals to campus. It is not a day-to-day used cart, so whoever is going to let us use their cart to do this understands they are going to be losing a cart, and the majority of the time you cannot use it. That is his point.

President Fisher stated that this would not be a loss in this particular case since she is the only person who drives this cart. It is not going to be like we are taking away a cart from an area that had a tremendous need.

Kay asked how many carts are written into the grant.

Henry advised a total of three carts are written into the grant and we have two.

Kay questioned if you can continue the work with the two carts until another one becomes available?

Henry stated "yes". It is just when we do audits. We have to show them the line items and what we purchased for them. We will have to explain this cart.

President Fisher stated that she could sign the cart over to STEM before she leaves, but you could not get the cart until she leaves. We still need to vote on the original motion to purchase a new cart for \$4,250.00 from the fund balance, which no monies exist for use at this time. Called for a vote.

No further discussion and the group voted as follows:

AYES: None

NOES: Beavor, Burnham, Ferri-Mulligan, Fisher, Hector, Hrdlicka, Huston, Stark, and Weiss

ABSTENTIONS: Hua, Hunter, and Shabazz

ABSENT: Bastedo, Cota, Gilbert, Hamdy, Miller, Smith, and Subero

Motion Failed

President Fisher stated that we do not need a motion for the future plans or use of her cart. **The cart will go to the STEM unit for purposes for decorating, building, and making something really special out of it.**

Henry thanked President Fisher.

ACCREDITATION AND STUDENT LEARNING OUTCOMES – C. HUSTON

Celia advised the group that the Accreditation Report is going to Board tomorrow night and anticipating Board approval. We anticipate the visit the week of April 11th, hopefully on the 13th and 14th, but do not have the final dates yet. We are waiting to hear from Accreditation and anticipating a team of four.

President Fisher advised the group that District & CHC have been notified of their dates for visits.

Celia further advised the group that Accreditation is trying to find a third or fourth member who can do the same dates as others on the team of CHC, so they can do everything on the same days. That is the holdup because they are trying to find that last team member.

Henry stated he has put a call into Accreditation today and followed-up with an email and, hopefully, we will have some more information in the next twenty-four hours.

EDUCATIONAL MASTER PLAN – J. SMITH

No Report

STRATEGIC PLANNING– J. SMITH

No Report

Program Review – P. Ferri-Milligan

No Report

COMMITTEE REPORTS:

Technology Committee – R. Hrdlicka

Rick advised the group that last year we were talking about charging stations for students. At that time,

ASG said they would be willing to fund some, but that never came to pass. Just recently, he picked that up with his year-end budget to buy some. He took it to the Technology Committee and Scott took it to the Facilities & Safety Committee. He will be buying some of these charging stations to put around campus from his year-end budget. He has not decided on all spots on campus, but he will be putting them definitely in the Library, the Cafeteria, the Success Center, and the Welcome Center. Four at minimum, but it depends on how much money he has to spend at year-end.

ASG - L. Sanders for Linda Subero, ASG President

Lauren Sanders from ASG advised the group that ASG is still doing the book loan program for our students.

CONSULTATION COMMITTEE FOR THE EMP & EMP – ALMA Strategies will present their findings

ALMA Strategies presented a slide presentation with their findings to the group. They provided a handout, "Workshop FOUR AGENDA: 01>Current Direction – Internal Scan; 02>External Scan-What's Out There; 03>Disconnects; 04>Next Steps; and 05>Recommendations," to the members during the meeting and asked for the group's feedback and opinions at the end of the presentation. First time, they have taken the data and interviews and are tying it to programs and tying it to directions. We are going to be making recommendations to directions, not specifics. That is where they are our partners; this is your plan. They asked for initial reactions and concepts from the group to bring back on the 23rd meeting date, which the group provided and discussed.

OTHER:

President Fisher discussed with the group that Scott just shared with you the status of our fund balance. Keep in mind what the process is at the end of year, which it closes the end of April. Any money which you have not spent goes into the fund balance. If we save money, we end up with a fund balance. As long as the fund balance is over 15% (District is required to maintain that amount in the District fund balance which consists of, in part, our fund balance), we could spend it. Well, this year, as Scott explained, we cannot spend any of our \$2 Million dollars, which is the amount in our fund balance. Whatever you do not spend this year, will roll into that fund balance that cannot be spent. That is not to encourage you to spend and not use good judgement, but do not put it off or wait too long; order what you need and spend it. Get your BT's in, PR's entered, and make sure goods are received by June 30th.

Scott added next year the budget does not look particularly favorable. So in light of what President Fisher has just shared with you, and what I have shared with you, that includes supplies you need for your classes or sections we are offering. If you need advance purchase supplies for next year, it is a pretty good idea. He is not quite sure where we stand on the 4's, 5's (our contract services and supplies), but it does not look good. It appears we may need to pull back a little bit.

Lorrie commented that, in the Sciences, no supplies equals no class. We can't expect to maintain the same FTE's with limited supply.

President Fisher and Scott agreed with her and understand that perfectly. President Fisher stated that is one of the challenges that we have been facing in regards to the push for us to grow and serve more

students and offer more sections. Our supplies or monies, in general, have not been augmented at the same level to keep up with what we need to do.

Scott is handling the monies and he met with the Budget Committee to let them know where we are and you should be hearing from your Budget Committee Representative on how it is looking for next year.

Meeting adjourned at 3:06 p.m.

Next College Council Meeting: March 23, 2016 (1-3:30 PM)
Academic Year 15-16 (bi-monthly, 2nd & 4th Wednesdays from 1-3:00 PM)
04-13-16/04-27-16
05-11-16/05-25-16

DKG