

**SBVC COLLEGE COUNCIL
APRIL 13, 2016 MINUTES
ART 144
TIME: 1:00 PM – 3:00 PM**

A= Absent

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

Haragewen Kinde
Sarah Miller - **A**
Ricky Shabazz
James Smith
Scott Stark
Linda Subero - **A**
Kay Weiss
(19 members)

Guest(s): Paul Bratulin, Susan Bangasser, Robert Jenkins, Sandy Kate, Brett Leavitt, Albert Maniaol, John Stankas, and Sheryl Sterry

CALL TO ORDER:

1:02 President Fisher, called the meeting to order.

APPROVAL OF THE March 23, 2016, MINUTES

President Fisher entertained a **motion to approve the MARCH 23, 2016 minutes**. Rick moved, Scott second. No further discussion and the group voted as follows:

AYES: Fisher, Ferri-Milligan, Hrdlicka, Hunter, Huston, Shabazz, Smith, Stark, and Weiss.

NOES: None

ABSTENTIONS: Kinde

ABSENT: Gilbert, Bastedo, Beavor, Burnham, Cota, Hamdy, Hector, Miller, and Subero.

Motion Carried

UPCOMING/FILLING POSITIONS – G. FISHER

No Report

President Fisher gave the group notice that there will be more than a few positions on the agenda for the next College Council meeting. Those position memorandums will come to you as an attachment and will be posted on the website for you to download them and read the memorandums that will be prepared by the various Managers. The VP's will be presenting the positions for consideration.

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.

ACCREDITATION AND STUDENT LEARNING OUTCOMES – C. HUSTON

Celia stated that the ACCJC visit is tomorrow. They are prepping any updates for them. They have updated the PLO status today so they can give them the most accurate account. We have the 100% ongoing assessment through the SLO cloud, and 88% of our courses have conducted a three year evaluation. Ten of the remaining courses are so new that they are not usually evaluated yet. A lot of our AST degrees came in the last three years and they are not required to evaluate until it has been a program for three years. There are four programs that have never evaluated in any way whatsoever, and four other programs who have evaluated through other processes on campus, such as this year's Program Review. This year's Program Review puts a lot of focus on PLO assessment and evaluating the PLO data (It includes the analysis of data desegregated by note of delivery; those noted for participating in that process.). Then, at Academic Senate, Dean's Cabinet and the ASL Committee are beginning conversations about aligning program evaluation processes with Program Review. It could be that Program Review will be taking over at least the Program portion of evaluations because we are looking at duplication of effort, when you are doing a three year evaluation of their program. Then the next year, or the year after that, they are doing a thorough evaluation of their Program Review because Program Review is on a four year cycle. So, they are beginning talks about that as well.

Haragewen shared with the group that she sent out an email to campus with the ACCJC Visiting Team agenda for tomorrow. The ACCJC Team has advised us who they wish to meet with tomorrow. The email invites have gone out to advise who will be meeting with the ACCJC Visiting Team. Otherwise, the facilities are set up, and everything we needed is set to go for their visit. If anyone has any questions regarding the ACCJC Team visit, they can contact her.

EDUCATIONAL MASTER PLAN – J. SMITH

No Report.

STRATEGIC PLANNING– J. SMITH

No Report.

Program Review – P. Ferri-Milligan

Paula advised the group that they are in the midst of efficacy because of the evaluations, and another two weeks to work on those, and then we will be done with the efficacy portion.

COMMITTEE REPORTS:

Technology Committee – R. Hrdlicka

Rick advised the group that he has a purchase requisition in place to redo all the technology in the Campus Center. We will be installing six 80 inch TV's, sound system, and wireless microphones. So, that when we

have these last minute events, we can get everything up and running without having to ship a whole bunch of equipment over there to set up every time. It will all be up and running by July 1st, 2016.

FACILITIES MASTER PLAN WORKSHOP: 1. SPACE UTILIZATION STUDY FINDINGS 2. EXPLORING FACILITIES OPPORTUNITIES AND OPTIONS PART 1

HMC provided a PowerPoint presentation on Space Utilization Study Findings and Exploring Facilities Opportunities and Options Part 1. They provided the group with a handout which included "Explore Options 04>Needs + Challenges From Program Interviews>Needs + Challenges EMP Linkages (Strategic Initiative 1-Access; Strategic Initiative 2-Student Success; Strategic Initiative 3-Communication, Culture, & Climate; Strategic Initiative 4-Leadership & Professional Development; Strategic Initiative 5-Effective Evaluation & Accountability; and Strategic Initiative 6-Facilities)> Needs + Challenges EMP Linkages 2016 EMP Directions>Needs & Challenges EMP Linkages Questions >Needs + Challenges 2016 FMP Objectives. Within the presentation, they showed diagrams as the campus is today, buildings going away, and available space based on statistics for new buildings, and parking lot(s), now and possible in the future. The group provided feedback as plans were suggested. The group suggested Plan 2 option for the CTE building. Future planning needs to include buildings that went away, that some of the members felt were community service based, and also CTE based and Instructional based, as part of a long range plan. We are leaving space and thinking about those types of facilities such as the group discussed: swimming pool, tennis courts, and Performing Arts Center. There are opportunities to be able to add them in the future based on space available. They will compile a list of strategies and share that with President Fisher and Scott. They advised the group they had a "Homework" question list that they are requesting all members answer and return. The group asked that the Space Utilization Study and the PowerPoint presentation presented today be sent to the College Council members. Scott advised the group that he would email both out to the members. Also, HMC will provide Scott with the "Homework" question list to send out to all members. The members are to email their answers directly to Sheryl Sterry at HMC by next Wednesday.

The next steps are that we will be having a Campus Forum for students, faculty, and staff next Tuesday, April 19th in LA-100 from 12PM to 1PM to go over the Space Utilization Study findings and what they presented today to the group to obtain a broader input. They asked the group to attend and encourage others to attend too. They will be coming back to the next College Council meeting on 4-27th with Part II which will have a lot more detailed project recommendation for the Master Plan (project descriptions, outdoor spaces, concepts tossed out at this meeting), in which at that meeting they want to take the group's input.

Scott advised the group at the next meeting that HMC will have only about one hour time slot, due to the number of business issues to take care of during the meeting.

The group suggested scheduling an additional special meeting for College Council to allow more time and focus on this plan. Scott will check and advise the group at the next meeting if a special meeting is possible.

OTHER:

Promotional T-shirts

Ricky advised the group that the President provided some resources for us to purchase approximately 1000 T-shirts that will have the 90th Anniversary Logo on the front, and it will have the College Logo with "Register

Now" on the back. The T-shirts will be here sometime next week. We will work with the Managers and the Deans to distribute them. There will be enough T-shirts for every employee to receive a T-shirt. He happens to be having a "Student Services All Staff Meeting" this Friday and he made arrangements with the vendor to give them 100 T-shirts, since it will be easier to get those out since everyone will be together in his meeting. The rest of the T-shirts will be coming Wednesday, or Thursday, of the next week because the week after is when we start registering for summer classes. It is an attempt to show some school spirit and give folks a token. The majority of the T-shirts that are left over will be given away to students as well, after the distribution of T-shirts to all employees, hoping that they will wear them.

President Fisher added that we have a group of students we identify as "Student Ambassadors", so we are certain they will receive T-shirts. Part of this campaign is to, hopefully, promote an interest in the students that are here now to continue to take courses this summer. That is something that we see as a gap that we do not talk enough about, registration or enrollment for summer classes. Get them while they are here and, if we are all going around in our blue T-shirts (which Dr. Shabazz will explain that in greater detail in a written communication that will go out to describe the day specifically and timing), then that will promote summer courses. For that entire week we would like to see people wearing their T-shirts and then go from there.

Integrated Calendar

James mentioned to the group that the management committee, which Ricky contributed to, implemented a calendar that integrates the Outreach, Marketing, and Counseling all into a set of monthly activities. It is a great contribution.

President Fisher stated that it has been shared with Paul Bratulin, Director of Marketing & PR. Our goal will be that everyone will know what the schedule is and that we can get that information out ahead of what is happening.

Clutter

President Fisher had one last point to make about emails and "clutter". Rick has sent out some emails with instruction on how to turn "clutter" off. She has been hearing from Paul and also Rania who is also caught up in this "clutter" and maybe some others. If a person's email that comes to you is deleted unread several times, then the system recognizes that it is "clutter". So, if Paul or Rania send out an email that you most likely will want to read, you will never receive it unless you go to "clutter". So, there is a way to turn it off in which Rick has sent out emails several times with instructions on how to do such.

Rick advised the group that there is no way for the District to go in and turn "Clutter" off.

Meeting adjourned at 3:05 p.m.

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

DKG