

<b>Academic Senate SBVC</b>	<b>ADSS 207 3:00 - 4:30</b>
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## Minutes of February 16, 2011

Time	Topic	Discussion	Further Action
3:06	<b>Call to Order</b>		
	<b>Approval of Minutes from</b>		<b>Motion</b> by R Metu, for approval of the <b>Minutes of Feb 2.</b> <b>2nd</b> by L Hector. <b>Voice Vote</b> - Ayes unanimous.
	<b>President's Report</b>	<p>J Stankas presented his report (see attachment) consisting of the following topics; <b>Impending Curriculum Chair Vacancy, Advancement in Rank, Course Identification Project (C-ID), Legislative Analysts Leaked Report, Statewide Professional Development Activities.</b></p> <p>Further information and conversation on the above topics;</p> <p><b>C-ID</b> - J Stankas encouraged Senators in the disciplines to attend the Irvine meetings (March 11) to make contact with CSU and UC discipline specific reps. He will also have the VP Instruction encourage participation by targeted discipline faculty.</p> <p><b>LAO Report</b> - After reviewing the estimated consequences of a rejection of tax increases J Stankas conveyed the scope of the cuts (as communicated by S Lay) as calling into question the viability of a CCC system composed of 112 CCs.</p> <p><b>Hands Across California Community College Event</b> on April 17th (as announced on the flyer). An activity to support the \$100 million Statewide scholarship/endowment goal.</p> <p>E Millican announced that on March 14, Valley College will be sending a bus load of students to Sacramento, CA to lobby the Legislature (part of a statewide community college student "March in March" event. E Millican encouraged Senators to contact interested students who might participate in this event. Contact E Millican or T Heibel for further registration information.</p>	

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	<b>New Business</b>	<p><b>Program Discontinuance (PD)</b>- J Stankas announced that he was contacted by Valley’s Instructional Office to place this item on the agenda (the Program Discontinuance policy was forwarded with the Senate agenda). This is an action item because the Prog Discontinuance policy requires the Senate to vote for the convening of a Program Discontinuance Committee for any program that is being proposed for discontinuance for further investigation. The Senate’s role is to determine if there is sufficient need to call a Program Discontinuance Committee. The titles of the representatives to serve on such a committee and the 60-day limit for a response from such a committee was reviewed by J Stankas.</p> <p>L Buckley led the review of the programs (see attached) that were identified as candidates meeting at least 4 of the criteria for consideration of convening a Program Discontinuance committee.</p> <p>L Buckley reviewed the process that led up to the formulation of this list of programs. Beginning in Oct ’10 L Buckley initiated a review of CTE and other career programs. Various measures of each of these programs were recorded (eg enrollment, course offerings, number of degrees awarded, job outlook, etc). Dean Ragan and other Deans in these areas were brought into the discussion. A total of 22 programs were reviewed. The following five were brought forward to the Senate for action. L Buckley expressed that this presentation was to educate the Senate about these programs, answer questions about the programs, or provide additional data concerning them. The Senate chose to hear the information for each individual program.</p> <p>L Buckley reviewed the pattern of information presented in the handout consisting of a; 1) Program Overview, 2) the PD Policy criteria met by the program in order to be considered for discontinuance (bulleted list), and the data and comments linked to each of the criteria.</p> <p><b>Paralegal Program</b> - L Buckley noted the drop in both unduplicated head count and FTES in the interval ’04-’05 to ’09-’10. Efforts to increase enrollments by offering a variety of sections weren’t successful (a decline in enrollments were noted during that interval). At current offerings a student might take 7 years to complete the program. Data from the State Chancellor’s website provided the number of degrees and certificates awarded. The availability and depth of Paralegal programs at nearby CCs and at CSUSB was noted.</p>	<p><b>Motion</b> by C Parish, to convene a Program Discontinuance Committee concerning the <b>Paralegal Program. 2nd</b> by R Pires. <b>Voice Vote</b> - Ayes majority, one abstention.</p>

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	<b>New Business cont.</b>	<p><b>Paralegal Program cont.</b> - R Pires questioned the job projections and also made the comment that prospective Paralegal students without ABA certification/accreditation will not be hired. L Buckley noted that the job forecasts are generated from the State Employment Development Office for the Inland Empire. B Fierro enquired about some actions (other than discontinuance) that the PD committee for the program can take. C Parish also commented that Title V language requires that CCs offer programs that can be completed within 2 years (the Paralegal Program has not in the past 10 years). A suggestion for ABA certification has been communicated in the past but no action was taken.</p> <p><b>Machine Trades Program</b> - L Buckley reviewed the data for this program (Job Projections, Enrollment, low WSCH/FTEF, Degrees and Certificated awarded, steps at strengthening program). A comparative set of data for WSCH/FTEF and Degree/Cert awards were presented for other CTE programs. C Huston enquired about the availability of student stations and the impact on WSCH/FTEF. K Ragan noted the availability of 24 workstations available for students and some class caps of 9 students but others on par with typical classes elsewhere. L Buckley noted that other programs with low caps have high WSCH/FTEFs. Pres Daniels noted that in the face of stacking of classes enrollment is still low which impacts efficiency.</p> <p><b>Real Estate Program</b> - L Buckley reviewed the data for this program that meet criteria for PD investigation (Declining market/industry demand, enrollment, degree/certificate awards, actions to strengthen the program). The job projections were produced in Nov '10. L Buckley noted that of the 5 programs brought for review this is the only one with a full-time faculty. However the faculty member does have multiple FSAa and can be assigned to another Dept. W Chatfield enquired about the year(s) used to extrapolate the job forecast projection and noted the rate of enrollment growth (from '08 on) in a very bad economic climate. He also noted the value of an understanding of real estate concepts to a typical homeowner. L Buckley stated that the projection forecasts were published in Nov '10. L Buckley addressed the question of information value by asking whether the College would prioritize resources expended to support that mission. L Buckley had no other data that would illuminate whether enrollment increases continued in the current semester. K Jefferson enquired about surrounding CC offerings in this area. L Buckley confirmed that Chaffey and RCC both offered credit and non-credit courses in this area. L Buckley enquired, generally, if courses associated</p>	<p><b>Motion</b> by L Hector, to convene a Program Discontinuance Committee reviewing the <b>Machine Trades Program. 2nd</b> by N Sogomonian. <b>Voice Vote</b> - Ayes unanimous.</p> <p><b>Motion</b> by K Kafela, to convene a Program Discontinuance Committee reviewing the <b>Real Estate Program. 2nd</b> by T Heibel. <b>Voice Vote</b> - Ayes majority, <b>Nays minority</b> one abstention.</p>

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		<p><b>Real Estate Program cont.</b> - with professional licensing should be offered as credit courses. J Stankas reminded the Senate that there are 3 options for programs including placing a program on hiatus and reviewing it again in 2 years. B Fierro enquired about re-instituting a program after it has been discontinued. J Stankas replied that a program could be recreated at a later time. R Pires enquired about number of classes offered currently and their enrollment to determine if enrollment was a valid criteria. H Kinde replied that there were 8 classes currently offered and filled. L Buckley noted that even if such current increases in enrollment did occur the magnitude of the increase in light of the trend since '04-'05. K Ragan recalled that the decrease in class offerings was instituted due to low enrolled classes.</p> <p><b>Refrigeration/Air Conditioning Program</b> - L Buckley presented data for this program in regards to 5 criteria (Enrollment, WSCH/FTEF, Steps to strengthen program, Industry Standards, Curriculum and SLOs, Future job projections). E Szumski commented on duplicated enrollment figures for the years identified ranged from 45 to 91 students higher than were quoted. The class cancellations were Refrig 002 and 006 each requiring 001. However the students in 002 and 006 could have been placed into either of these classes to raise enrollment so that only one of them needed to be cancelled. As for WSCH/FTEF these numbers are in line with other programs (eg Chem, English). As for efforts to strengthen the program; weekend classes have been offered routinely. The item of moving into larger facilities was contested citing the move from North Hall to less than half of original sq ft. Observations concerning adjunct faculty teaching these courses reflect a cohort who are current in the field and provide up-to-date equipment for the students to work on. The advisory committee for this program meets two times per year. E Szumski stated that success and retention rates were in high 80% and 90% respectively. He noted further that all the courses are up to date in terms of Curriculum standards. The SLO discrepancies were traced back to a change in course numbering, and current SLOs have been submitted. Number of certificate awarded was among the top 10 in the college (from Ed Master Plan data). E Szumski urged a no vote to convene a PD committee for this program. K Ragan challenged the data concerning available space for the program (as stated by E Szumski). L Buckley stated that duplicated or unduplicated headcount both are a measure of enrollment. Concerning WSCH/FTEF, there are CTE programs which have much higher numbers. E Millican noted a vehement reaction</p>	<p><b>Motion</b> by C Parish, to convene a Program Discontinuance Committee reviewing the <b>Refrigeration/Air Conditioning Program. 2nd</b> by K Jefferson. <b>Voice Vote</b> - Ayes 11, Nays 12.</p>

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		<p>concerning the possible discontinuance of this program. He recommended that this program be monitored for sometime longer. C Parish noted a student who completed the program but could not find employment. R Pires enquired about the advisory committees reaction to the observation that the program not meeting industry standards.</p> <p><b>Warehouse Program</b> - L Buckley presented data relevant to the following criteria; enrollment, WSCH/FTEF, Degree and Certificates awarded, Industry Standards. L Buckley noted that RCC Moreno Valley has a large logistics program that is more comprehensive than the offerings at Valley and students in these programs are at a considerable advantage due to the diversity of offerings. J Stanskas enquired about the typical student enrolling in this program. K Kammer noted that, geographically, the San Bernardino area is one of the larger areas with a high concentration of logistics facilities. He noted that most students are interested in receiving sufficient introductory training to meet the minimum qualifications for an entry level job. Employers will generally provide enhanced training once individuals are employed. The estimated number of Skills Certificates from this program was 32.</p>	<p><b>Motion</b> by C Huston, to convene a Program Discontinuance Committee reviewing the <b>Warehouse Program. 2nd</b> by J Gilbert. <b>Voice Vote</b> - Ayes majority, one abstention.</p>
	<b>Public Comments</b>	<p>B Fierro observed that many of the programs identified for discontinuance seem to be those who attract students involved in job training.</p> <p>W Chatfield enquired about the populating of the committees that have been formed. J Stanskas stated that the Senate President will be forming these committees and encouraged interested Senators to contact him.</p>	
	<b>Committees (NO TIME FOR REPORTS)</b>	<p><a href="#">Ed Policy</a>  <a href="#">Student Services</a>  <a href="#">Personnel Policy</a>  <a href="#">Career &amp; Tech Ed</a>  <a href="#">Financial Policy</a>  <a href="#">Equity and Diversity</a>  <a href="#">Legislative Policy</a>  <a href="#">Elections</a>  <a href="#">Basic Skills</a>  <a href="#">Curriculum</a>  <a href="#">Program Review</a>  <a href="#">Professional Development</a></p>	
	<b>Announcements</b>		
4:41	<b>Adjourned</b>		

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