

## SBVC College Council Minutes February 8, 2012

Larry Buckley, SBVC Interim President, Co-Chair	Haragewen Kinde
John Stankas, Academic Senate President, Co-Chair	James Smith
Damon Bell ( <i>leave</i> )	Nori Sogomonian
Marco Cota	Cassandra Thomas
Colleen Gamboa	
Joyce Green	Kevin White (guest)
Jim Hansen	Jack Jackson (guest)
Leticia Hector	
Rick Hrdlicka	
Celia Huston	

TOPIC	DISCUSSION and ACTION
Approval of November 9, 2011 Minutes	<p>The minutes were approved with the following changes:</p> <p>Student Success Measures: <i>sentence added</i></p> <p>"In addition, a review of the prerequisite challenge process has been forwarded to the matriculation committee."</p>
Substantive Change for Accreditation - J. Jackson	<p>Jack discussed the Substantive Change proposal (which is in the process of completion) and asked for the group's approval to move the proposal forward to the Board of Trustees for approval at the March 15<sup>th</sup> board meeting. Once the report has been approved by the board of trustees it will be forwarded to ACCJC to meet their April 10<sup>th</sup> deadline.</p> <p>Consensus was to approve the draft report (attached) for submission to the board of trustees.</p>
Student Success Initiatives follow up - J. Stankas	<p>A presentation was made to the Board of Trustees and the campus. The initiatives have been adopted by the Board of Governors, and are currently going through the collegial process at the state level.</p> <p>Larry shared a letter from Jack Scott, Chancellor, CCC State Chancellor's Office, regarding the CCC Student Success Taskforce recommendations endorsed by the CCC Board of Governors on January 9, 2012 (attached). The group discussed key themes highlighted in the letter.</p>

<p>ACCJC Midterm Report (action letter) - L. Buckley</p>	<p>Larry informed the group that the letter of action accepting the Accreditation Midterm Report was received in the president's office February 6, 2012. A copy will be posted on the website. The letter shows that the college is demonstrating progress.</p> <p>Discussion among the group ensued regarding the commission reminder highlighted in the letter (attached). It was recommended by John Stankas and agreed upon by the group to include "Student Learning Outcomes" and "Student Success" on the agenda for the next College Council meeting.</p> <p>The next evaluation will be due in the fall of 2014.</p>
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**OTHER**

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# **Summary of Activities Follow-up to Prerequisite Discussion**

## **Adopted by the SBVC Academic Senate October 19, 2011**

### **Instructional Considerations**

- Commitment to basic skills offerings (**in progress/done**)
- Specialized CTE focused classes for basic skills attainment
  - New curriculum or special focus classes with existing curriculum
- Creative ways to attain prerequisite, e.g., self-paced, web-based tutorial
- Scheduling short-term courses (summer, winter) & accelerated classes
- ***Fund one-time reassign time/stipend for curricular innovations to be implemented in the spring 2012 and/or fall 2012 semester. These include***
  - ***learning community initial implementation (try 2-4)***
  - ***creation of new curriculum that hastens student progress and***
  - ***creation of web-based/self-paced tutorials for post- or pre-assessment***
- ***Fund additional short-term, accelerated classes from basic skills through transfer requirements in reading, English and mathematics***

### **Student Support Considerations**

- More tutors, counselors, library staff (**in progress**)
- Integrated student support through workshops, intrusive counseling, etc.
- Mandatory orientation and assessment (**done**)
- ***Fund one-time reassign time/stipend for intrusive counseling activities throughout the spring 2012 and fall 2012 semesters in an effort to change student culture regarding repetition, prerequisites and assessment***

### **Administrative Considerations**

- Commitment of administration to student success (**in progress/done**)
- Accept low-enrolled classes for a given time-frame
- In catalog, schedule, and on-line – direct outreach re: prerequisites
- Evaluate prerequisite appeal process
- Collect data on retention and success
- ***For disciplines implementing new basic skills prerequisites fund low-enrolled classes for three consecutive semesters to ensure students are able to catch up and other students can progress***
- ***Charge Matriculation Committee to evaluate the prerequisite challenge process***
- ***Fund creation of visual pathways in a variety of media regarding enrollment processes***

### **Organizational Considerations**

- Phase in plan through 6-year content review cycle (**Curriculum Committee/Senate**)
- Dialog between content experts and basic skills experts in review of Course Outline of Record (**part Senate work today**)
- Develop/adopt rubrics for prerequisite considerations (**Curriculum Committee/Senate**)

***Any activity is expected to report back to the institution an evaluation of what has been done and the activities effectiveness. One-time additional money may be required to fund***

*additional research on retention, persistence, success, and/or campus climate regarding these issues.*



**ACCREDITING  
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for COMMUNITY and  
JUNIOR COLLEGES**

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February 1, 2012

Dr. Debra Daniels  
President  
San Bernardino Valley College  
701 South Mt. Vernon Ave  
San Bernardino, CA 92410

Dear President Daniels:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting January 10-12, 2012, reviewed the Midterm Report submitted by San Bernardino Valley College. The purpose of this review was to assure that the recommendations made by the comprehensive evaluation team had been resolved by the institution and that the College had also addressed the self-identified plans for improvement which were included in the institutional Self Study Report.

The Commission notes that San Bernardino Valley College reported that it has sustained the changes implemented to meet the recommendations of the 2008 comprehensive evaluation team that were reported on in the 2010 Follow-Up Report. These include enhancing the strategic plan with a formal educational master plan incorporating instructional, student services, facilities, and technology plans; publishing important document in languages spoken by the constituents served by the College; developing appropriate assessment instruments to enhance student access and success; establishing a procedure for storage, retrieval, and distraction of records in all offices; continuing efforts to ensure faculty evaluations include a component on student learning outcomes; developing a program review process for reviewing all district functions and processes, regularly evaluating a district strategic plan that aligns with planning at the two campuses in the district; developing district technology and human resource plans to guide college-level planning; and clarifying and communicating the district's allocation process to both colleges in the district. Teams will examine evidence that these changes and improvements were sustained at the time of the next regularly scheduled visit.

The Commission requires that you give the Midterm Report and this letter appropriate dissemination to your College staff and to those who were signatories of your report. This group should include the Chancellor, campus leadership, and the Board of Trustees.

San Bernardino Valley College  
San Bernardino Valley College  
Office of the President

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The Commission also requires that the College make all reports and action letters available to students and the public by placing them on the institution's website. The Midterm Report will become part of the accreditation history of the College and should be used in preparing for the next comprehensive evaluation. Should you want an electronic copy of the report, please contact Commission staff.

Institutions are expected to meet Standards at all times during the six-year review cycle and to provide evidence that they have address and resolved all recommendations made by the previous comprehensive evaluation team. This will be confirmed at the time of the next regularly scheduled visit.

Please note that the next comprehensive evaluation of San Bernardino Valley College will occur in **Fall 2014**.

**Commission Reminder:** The Commission expects that institutions meet standards that require the identification and assessment of student learning outcomes, and the use of assessment data to plan and implement improvements to educational quality, by fall 2012. The Commission reminds San Bernardino Valley College that it must be prepared to demonstrate that it meets these standards by fall 2012 (Standards I.B.1, II.A.2.e, II.A.2.f, II.B.4, II.C.2, and III.A.1.c).

On behalf of the Commission, I wish to express continuing interest in the institution's educational quality and students' success. Professional self-regulation is the most effective means of assuring institutional integrity, effectiveness, and quality.

Sincerely,



Barbara A. Beno, Ph.D.  
President

BAB/tl

cc: Mr. Bruce Brown, Chancellor, San Bernardino Community College District  
Dr. Larry Buckley, Accreditation Liaison Officer  
Board President, San Bernardino Community College District