

**SBVC COLLEGE COUNCIL  
FEBRUARY 10, 2016 MINUTES  
PRESIDENT'S CONFERENCE ROOM, ADSS-207  
TIME: 1:00 PM – 3:00 PM**

**A= Absent**

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

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

**Guest(s):**Ron Hastings

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**CALL TO ORDER:**

1:04 PM President Fisher, called the meeting to order.

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**APPROVAL OF THE JANUARY 27, 2016 MINUTES**

Tabled till the next meeting.

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**UPCOMING/FILLING POSITIONS – G. FISHER**

No Reports

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**REQUEST FOR ONE-TIME URGENT EMERGING NEEDS – R. HASTINGS**

President Fisher introduced Ron Hastings, Director of Learning Resources and Library, to present his request.

Ron addressed the group and advised them that Dr. Fisher inquired about the location of paintings in the library. He advised the group the paintings are located high above on the wall outside his office. He noticed that each of the paintings, where they are currently mounted, are directly under a sprinkler head in the Library. They have been hanging in the library for over ten years and the sprinkler system has not deployed yet. If it ever does, then it is going to shower both of the paintings with a great deal of water. I recommended at that time to either relocate the paintings to a different location or, the very least, get some type of acrylic enclosures to protect them. He does not know the exact amount the paintings are worth, but he understands that they are very valuable paintings. He worked with M&O and obtained a quote from the vendor for two cases for the paintings. His understanding is that they would need to remove

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the paintings, incase them, and then they would need to be re-hung (either in the same place or somewhere else). A copy of the quote was provided to the College Council members for review.

President Fisher thanked Ron and asked the group if they had any questions.

The group discussed the glare on the pictures; do they need to be moved?; would they be protected or insured while this vendor is working on them and putting them in the cases?; a member's understanding that the District's insurance is that we are self-insured, so there is no replacement.

President Fisher provided the group with the history she knew about the paintings and of the interest a person had who wanted to buy the paintings (one of them or both of them) which was quite an uproar because we are talking a million or so for this painting. We need to do what we need to do to protect them and, yet, still share them and have them displayed.

Scott stated right now they are just insured as part of the District's assets, \$5,000 deductible. Without being appraised, it would be hard to insure them. We can ensure with the vendor that the pictures are cared for while they are handling them.

Ron stated that there is no direct light onto them. The only light is up from the breezeway. It would be hard to say if there would be any glare. He suggested that the paintings have been exposed and hanging there for a while and they probably should be cleaned.

President Fisher clarified that the cleaning is not part of the quote. Request was submitted for the enclosures for \$1,200.00 and we could augment that to include a cleaning up to a certain amount.

Scott said you could say not to exceed \$2,000.00 for the entire deal.

A member inquired, "How much would the cleaning cost?" President Fisher stated we do not know how much it would cost to clean them and we would not want to lock ourselves in. We would need someone who knows how to clean the paintings properly.

Kay suggested we could probably get some information from a faculty member in the Art Department regarding someone who knows how to clean the paintings properly.

President Fisher entertained a **motion to approve the Request for One-Time Urgent Emerging Needs for a maximum amount of \$2,000.00 for two acrylic enclosures for two large paintings that presently hang in the library, and the cleaning of the paintings.** Kay moved, James second. No further discussion and the group voted as follows:

**AYES:** Fisher, Gilbert, Beavor, Burnham, Ferri-Milligan, Hamdy, Hrdlicka, Hunter, Smith, Stark, Subero and Weiss.

**NOES:** None

**ABSTENTIONS:** Hector

**ABSENT:** Bastedo, Cota, Huston, Kinde, Miller, and Shabazz

**Motion Carried**

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## **ACCREDITATION AND STUDENT LEARNING OUTCOMES – C. HUSTON**

President Fisher confirmed with Jeremiah that he would be speaking on behalf of Celia Huston today regarding the ACCJC "Draft" Report she provided to the group for review.

Jeremiah confirmed that is correct and had the group refer to the ACCJC "Draft" Report that had been provided to the group. He wanted to share that Celia made a couple of notes on the bottom of the cover page to stress this is a "draft". This is the most recent version and it has incorporated the feedback thus far. However, there is still some feedback from CSEA and ASG that Celia is trying to gather. She hopes to have that feedback by the end of week and hopes to put together the more final draft over the weekend. This is her plan. This version did go to the Senate last week and coming to you now for review. There will be changes and fine tuning of the document. The plan is to get the final draft to Senate on the 17<sup>th</sup> for their approval and bring it back to this committee on the 24<sup>th</sup> for our approval, then it goes to board and goes around for signatures. The plan is to have the report out by March 11<sup>th</sup>. This draft is pretty much on content, feedback is in there now, and final version will be coming out next week. It will change, but changes should be minor. When he sends out the files for the Senate meeting, they should have the most recent version of this document. Reminder, the document focuses on those areas that need improvement. You can get at least an idea of basically where we are right now and what is here.

President Fisher thanked Jeremiah and asked if Celia and her council would consider, after it comes to this body on the 24<sup>th</sup>, that if there are any changes or additions, then they need to highlight them (or something), so each time we look at the document we do not have to start from scratch.

Jeremiah advised he will find out if Celia has a plan for any revisions since it could change after it goes to Senate, College Council, etc., or he will definitely make a suggestion.

President Fisher advised the group we have major business to attend to on the 24<sup>th</sup> meeting and will put the document at the head of the agenda. If you have a moment to look at the document before the meeting, we can then move through your comments and questions.

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## **EDUCATIONAL MASTER PLAN – J. SMITH**

James advised the group that Scott will be providing an update on where we are at on the EMP.

Scott addressed the group to advise where he thinks we are and where we are going. The week of February 1<sup>st</sup>, all of the Instructional Programs were interviewed to obtain information input on what the program is about, what they are doing, goals are, challenges, obstacles, and trend. Also, the Student Services Programs and Administrative Services Programs were interviewed. Simultaneous, and prior to that, on the facilities side, HMC was going to each and every space and reviewing a lot of documentation to get a solid understanding of what our facilities are like and conditions are. They were comparing that to what we are doing and how we are using our spaces efficiently or inefficiently. Now with all that information, we had the external scan and they have the internal information, and a bit more to get yet. The plan is on the March 9<sup>th</sup> College Council meeting, HMC & Almond Strategies are going to present that information in such a way that here is what the data shows the needs are and what we are delivering. They will show a direct connection or where a disconnect might be. They will offer us some things to consider. He does not think this can be done in one College Council meeting, so he suspects there will be several. Maybe March 9<sup>th</sup> and a follow-up to give enough information, so we can determine a direction and make a recommendation for where to go. Prior to March 9<sup>th</sup>, our next meeting February 24<sup>th</sup>, is going to be a facilities piece of that. HMC is going to share the facilities information they collected in individual interviews and what the needs are and walking the campus and our own documentation through our facilities. The purpose of that meeting is to give you the information and solicit more input from this body. They will have a handful of questions for us and they will want to have a discussion with this body. So, that will feed into the March 9<sup>th</sup> meeting and possibly the following meeting as well. They are a little behind right now and were supposed to present information today but were not ready. The goal is still to complete this substantially by the end of May or prior to the end of May, so faculty can review, prior to heading out for the summer recess. Whatever

comments come in from faculty and staff at that time will fold that into the process and they will issue the final version for fall. The plan is to be complete with the EMP & FMP in the fall. HMC is working with Dr. Glen Kuck for reschedules and the schedule will probably be more condensed, which means we will be dedicating more College Council meeting times to that. So, that is where we are at right now.

Kay was a little distressed that they only had the EMP from a year ago, based on data that is two years old. We had the EMP's submitted last year that had data only one year old. Our situation has changed over the last two years and she was distressed they are using old data. She is wondering what we are doing to make sure they have the most current data as possible?

James advised the group that they will have this year's data. We did not give them the data with each one of the department's comments because we have not gone over it yet. Deadline for them was October/November. What people write is not always accurate.

Kay stated that was alright, but at least the data should be accurate in which James stated they will have.

President Fisher confirmed with James that there is a new EMP sheet that your department is reviewing comments which are included on this one page sheet. The point with the consultants at this time, not so much the narrative, but the raw data itself, per Kay's point. Can you get the team that data without the narrative? James stated they could do that.

Kay stated if there are inconsistencies to the narrative, then the departments need to get that back right away since they use those for the Program Review process which were used for needs assessment in October and now they are doing efficacy review.

Scott concluded that if anyone had any comments about those interviews, to stop by his office since he would like to hear your comments that could not be addressed at this time, or give him a call.

Diane suggested that since they have been delayed in their timeline and we want to get maximum input from the campus, can you pencil off the last week of instruction, since you mention trying to get something done in May? Because not just Instruction, but Student Services also are overwhelmed at that point.

President Fisher commented that one of the reasons they are delayed in their timeline is because both of the consultant groups wanted to begin the interviews the first week of the semester. They were told no we could not do that and we are more sensitive to that and will keep that in mind.

Rania asked what is happening with the monies side because there is a purpose to writing this plan.

Scott stated we have to have a FMP driven by an EMP to qualify for state bond money. Right now we are operating on our local bond funding. If the state bond passes, we can take a little of our local bond funding and leverage it with the state bond funding and you get a lot more. This will allow us to apply for the state money, if that bond passes. Not sure of when the election is, but if we complete the plans by this next fall, that will put us in line to do that with a lot of other schools. Last year he put in a couple to the state that had preliminary budgets and scope information for a complete rebuild of the CTE building and a modernization of the LA building in the queue.

President Fisher thanked Rania for that question and asked James if he had anything further to discuss.

James stated he wanted them to review the handout on **the SBVC Mission Statement** that comes from the final committee of all the versions we had which were reduced down to these. Jeremiah will address the group regarding these versions.

Jeremiah said, as you recall, this was originated at the Accreditation & SLO Committee. Celia had brought this to his attention and I brought it to the Committee's attention that there was a change in the ACCJC qualification list which was being much more particular in terms of what needed to be included in the mission statement. We formed a task force within that committee that he chaired. Basically, they came up with three drafts of the mission statement. He also did a little research with Celia to get an idea if there were other mission statements that were out there that satisfied the new conditions of ACCJC, since this was a new requirement. That is where that originated and then came here. We gave some feedback and decided to send it out to the campus to get some feedback. This is the combination of all that and we have three versions here that should satisfy the ACCJC requirements.

President Fisher confirmed with Jeremiah that the expectation of the group today is to review, discuss, and vote on a version, if members can agree upon one.

The group reviewed the handout regarding the Final Versions #1, #2, and #3 of SBVC Mission Statement for College Council vote. Jeremiah ask for feedback.

Kay questioned that the first two indicate that we offer high-quality education and services "at a low cost". How do we define that? Once we adopt it, we have to live by it. Does that mean we have to always choose the lowest cost textbook or how do we define "at a low cost"?

James stated he thinks people were thinking low cost related to other colleges, like Cal State.

President Fisher mentioned that it has been reported recently that we are more expensive than the others.

Rania asked if we had to even put "at a low cost" in the statement? Can we take that out, or is it a requirement?

Jeremiah stated that Version #1 & #2 have this statement and if these are the ones we prefer, it would be easy to delete it from the statement.

Kay read the requirements from the internet.

President Fisher had concerns with the order of Version #1. The order is more straightforward in Version #2. She preferred Version #2, but could understand the support for Version #3. Rick commented that he did not care for Version #3.

The group continued to discuss concerns like the word innovation, the quality of life in the Inland Empire, other areas we serve, Orange County versus the IE image, Student's choose to attend IE college, the low income area we serve, and what message would we be saying if we delete the IE (we should embrace IE).

President Fisher stated it looks like our focus is on Version #2.

Jeremiah asked the group to focus on Version #2 and is the general consensus to delete "at low cost" from Version #2? The group agreed.

The group again discussed the IE and what message would we be saying if we delete "IE"; we should embrace it. Another thought was that we serve other areas; maybe add, after Inland Empire, "and beyond".

President Fisher entertained a **motion to approve the SBVC Mission Statement for College Council – Version #2 as a template**. Kay moved, Aaron second. No further discussion and the group voted as follows:

**AYES:** Fisher, Gilbert, Beavor, Burnham, Ferri-Milligan, Hamdy, Hector, Hrdlicka, Hunter, Smith, Stark, Subero, and Weiss

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** Bastedo, Cota, Huston, Kinde, Miller, and Shabazz

**Motion Carried**

President Fisher entertained a **motion to delete “at a low cost” in the first sentence in Version #2 template of the SBVC Mission Statement for College Council**. Jeremiah moved, Rick second. No further discussion and the group voted as follows:

**AYES:** Fisher, Gilbert, Beavor, Burnham, Ferri-Milligan, Hamdy, Hector, Hrdlicka, Hunter, Smith, Stark, Subero, and Weiss

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** Bastedo, Cota, Huston, Kinde, Miller, and Shabazz

**Motion Carried**

President Fisher entertained a **motion to add “and beyond” at the end of the paragraph to the Version #2 template of the SBVC Mission Statement for College Council**. Paula moved, James second. No further discussion and the group voted as follows:

**AYES:** Fisher, Gilbert, Beavor, Burnham, Ferri-Milligan, Hector, Hunter, Smith, Stark, Subero, and Weiss

**NOES:** Hamdy and Hrdlicka

**ABSTENTIONS:** None

**ABSENT:** Bastedo, Cota, Huston, Kinde, Miller, and Shabazz

**Motion Carried**

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## **STRATEGIC PLANNING– J. SMITH**

No report

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## **Program Review – P. Ferri-Milligan**

Paula stated we are actually on the move with efficacy. We are revising the forms and getting all the data we can together. We have twenty-four programs that are going through the four year efficacy phase and there is one CTE, and those should be out this week. They are due March 30<sup>th</sup>.

Kay stated that there are multiple CTE’s but remember CTE has to go through review every two years, so there is one going through the two year review.

President Fisher inquired if there had been any further discussion regarding changing when the needs assessment takes place. Kay stated we need some clarification on that. The group discussed this further and it was determined to stay with the timeline as it is at this time. Scott will look at timelines with the Budget Committee.

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## **COMMITTEE REPORTS:**

### **ASG President – L. Subero**

President Fisher wanted to state and advise the group that in the past ASG had contributed monies to Commencement. Those monies were used to pay for various breakfasts and brunches; food primarily for students and volunteers. But this year, it is her understanding that ASG is not going to contribute \$10,000.00. She brought this up because she wants it on the record that this administration has never asked ASG to pay for anything. If ASG makes the choice to contribute towards the efforts of Commencement and for what they want to do for their fellow students, then that is up to them.

Linda confirmed that is correct and the Institution never asks them for money. We feel that we should give back contributions to the students, since the students contribute that money. Unfortunately, this year, of all years, we are going through some financial problems. Right now we are meeting with the District to find out what is going on with our funds. Last month Carlos, Director of SL, and Fiscal had a meeting and we have asked them to do an audit. That is the reason we cannot contribute this year to Commencement.

President Fisher said to let her weigh in on it and she appreciated Linda sharing this with this body. She will inquire at the District level and ask what we are going to do for all of our students.

### **Classified Senate President – A. Beavor**

Aaron advised the group they are preparing for the Leadership Conferences being held in Ventura this year.

President Fisher inquired about where he was on Classified Connection Week?

Aaron stated they have a meeting tomorrow in which they will be sitting down with Secret Brown. Secret Brown is doing classified professional development and has advised them that she is taking over Classified Connection Week.

President Fisher stated she is sure that there is some middle ground we can find. If it is SBVC Classified Connection Week, then that is different than CHC Connection Week and what they have at District. If District wants to contribute to our great effort, that is wonderful. If Secret wants to help us that is wonderful.

President Fisher asked if one or both of them would follow-up with her after their meeting tomorrow. Then, let's talk about it. Also, last year we contributed monies from the President's Office, and if we are going to be contributing this year, we need to know how much.

## **Professional Development Committee - R. Hamdy**

There are a lot of events going on in Professional Development with the Distance Educational Committee. I and a lot of other people are planning a "One Day Conference" to bring State Representatives and other colleges in this area onto our campus to talk about the On-Line Initiative, Common Initiative, and the All Educational Initiative. Especially with the All Educational Initiative, there is a lot of questions on our campus, such as are we going to go to the consortium model. We have invited Pat James who is the leader of this On-line Initiative. She has agreed to come to our campus, so Rania is coordinating that and has opened it up to our campus. She already has thirty people from our campus & CHC registered. She will be opening it up to the register for the regional colleges. It is going to be a big all day event on March 4<sup>th</sup>.

We started a Basic Skills four part series workshop, which she had been working with the Basic Skills Committee on, trying to bring the Basic Skills Initiation to light and have campus dialogue.

On April 1<sup>st</sup> we are going to start the Oh You campus training, which is the replacement for Site Core and teach everyone how to operate the new website management system. We will be rolling that out as well.

She is working with Mark Donnhauser and doing an SI training conference. On March 24<sup>th</sup> we are doing faculty training and, Saturday, Mark is going to have a conference for students. Lots of other workshops happening in between.

One book, One College; Paula and she have been to Chaffey a few times to look at their process. We are hoping from Professional Development and Basic Skills Committee to launch a One Book, One College.

The Great Teachers seminar is April 15<sup>th</sup> and she is working with the University of Redlands.

We are part of a foothill consortium for a Study Abroad program that goes through Citrus College, so we can send our students who are interested in Study Abroad through Citrus College. We have been part of this consortium for about twenty-five years or so, since the 80's. Jose, in modern languages, has been the liaison for this, but now she has taken it over. She is the new liaison and she has developed a team of people to help her with this and promoting the faculty who can teach abroad. We are just going to get the word out that Study Abroad is available.

## **Technology Committee – R. Hrdlicka**

Still working on the updating of the Technology Plan. As far as technology on campus, when it came time to buy new equipment for the gyms, I started doing research on Wi-Fi that is compatible with our systems. The Wi-Fi that we have is at the end of life, so I was not able to buy current points to match our Wi-Fi current system. Using some funds from the new building and funds leftover from rotation, I have purchased a new Wi-Fi system for the campus. Over the summer, we will be installing all new Wi-Fi access points. It has been five years and Wi-Fi is something that is changing very fast. These are new wave to access points and will be able to have more users and more band width. We also have some issue with some of our Wi-Fi. Because of the system we are on, if it broadcast outdoors, we could be in trouble with the FCC. It is really important that we upgrade our system. Another thing with that is that District has been limiting us with what resources we can provide for two people on mobile devices. With the new system, you will be able to authenticate who you are and possibly connect to a printer and some other resources through your mobile devices that we cannot do now. It has all been purchased and equipment ordered, memos to board, and he had sufficient funds.

President Fisher inquired if he was involved with the conversations about name badges.



Rick advised that he did a test with others recently and they have been working for a while to get a main badge system. The District wanted to start issuing name badges. Glen's area ordered the system and discussion of what the name badges would look like. Then, they had Union negotiations and it has been on the back burner for a while. They decided there will be RFD badges so, in the future, when we start putting RDF access into buildings, you will be able to open doors with them. Near term, you will be able to use them on the copiers by scanning your ID cards. It is your job to wear your ID card.

President Fisher stated it will probably come down to a change in policy. If it is not mandatory yet, it will be something that people will be required to wear and display. These name badges are cards with your photo on it for security purposes and benefit to them.

### **Curriculum Committee – L. Hector**

The Curriculum position is up and Senate has already sent out an announcement to all faculty. Letters of Intent are due March 1<sup>st</sup>. That will take place the beginning of fall. The Curriculum Committee has many people working on programs and courses, on-going all year. In the process of identifying dates to send out to the faculty who are interested in working on curriculum and have some workshops to offer, we are trying to look for a Friday or later evening time block and a morning time block. That should be coming out soon.

### **Facilities & Safety Committee – L. Burnham**

Lorrie stated the committee is starting its prioritization of requests for facilities and safety projects. The last meeting we started discussing the need for transgender or unisex restrooms on campus. We will be looking more into that in our next meeting.

Scott followed up on the unisex restrooms in which there was a big push. The Chancellor asked us to identify restrooms for transgender use. No criteria or requirements for that but, what we did and CHC as well, was identify all restrooms on campus that were available that were not a multiple stall restroom, where a person could be private and go in and lock the door behind them. We identified these on the map across campus. Now that is starting to become an issue, so we will be discussing it at the next meeting.

President Fisher advised the group that we made the changes to accommodate as many people and we also made the change to making private single stall restrooms available for disabled students.

Scott stated that it was well over a year ago. The disabled students and ones that need care in going in we provided them with a common key to all the lockable restrooms on campus.

President Fisher wanted this body to know the efforts that are made to accommodate student, staff, and faculty. It is important.

### **Budget Committee – S. Stark**

Scott advised regarding the budget transfer process on budgets, we will be training the managers at the next managers' meeting and the secretaries' next week. We will roll that out the end of February or beginning of March. You will be able to do your own budget adjustments and budget transfer in Questica.

Kay asked if those trainings will be in computer labs. If not, can they be?

Scott stated the secretaries' training will be in a computer lab, but not the managers' training. It is not a difficult process and will be a live on-line training. He said we can reschedule the managers' meeting to a computer lab and it was agreed upon by President Fisher.

### **CTA President – D. Hunter**

Diane stated that CTA is working on quite a few things, including on-going discussions regarding the Sunshine items. We are working on planning a forum both at CHC and here for discussions on a flexible calendar. We want people to be informed about it which is why we are planning a forum. It will be a couple of forums here and at CHC. We are working on Part-time Faculty Appreciation Day because, as you know, so many of our instructors are part-time faculty and they often get left out. She mentioned that one of our colleagues, Sheri Lillard, has put together a workshop for part-time faculty called "How to Get A Part-time Job", that she and Amy Avilar conducted at the last two part-time faculty orientations here and at CHC. Very successful workshops. It was accepted at the National Educational Association (NEA) and she is going to present that in the spring time.

### **Academic Senate President – J. Gilbert**

Jeremiah stated that we have a number of things going on and, as Leticia mentioned, nominations are now open for the Curriculum Chair and also for the Honors Coordinator. Both of those were sent out the beginning of the month and the deadline for both is March 1<sup>st</sup>. Those that applied come to Senate on March 2<sup>nd</sup> and we vote right then and there. Also, at the moment Advancement in Rank is opened. During a discussion in Senate, Paula and Joe Lamore talked about how it would be nice if we could have a workshop to help people understand what we are looking for in Advancement in Rank and nomination letters. They worked with Rania and, just before the next Senate meeting, on the 17<sup>th</sup> from 2-3 p.m. in this room, there will be a workshop. This workshop is what the committee is looking for. While we sent out the rubrics and there are some examples in the memo, it is still not as clear as to what the committee is looking for. This is the first time we are doing this, and he hopes there will be a good turnout and it will help the committee. We also have Outstanding Professor coming up and our Spotlighting Success. He checked with Paul and got a timeline. Because of where spring break falls, I am going to be sending that announcement out tomorrow. He would like to have it close the Friday before spring break for nominations. When we get back from spring break, we can have a two week window for voting. Just a reminder, for Advancement in Rank, you can self-nominate, but for Outstanding Professor you need to be nominated by a peer.

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### **OTHER:**

Kay wanted to remind the group that this is Black History Month. There will be a big event tomorrow night and Dr. Hill will be attending. It is in the auditorium. She would like to encourage everyone to come. There are a lot of events going on during Black History Month.

James wanted to remind everyone that we have been selected out of the 150 colleges in the nation, out of over a thousand. One of the reasons why we were selected is because over the last five years we had a 36% increase in awards of certificates and degrees. We received what was labeled as an application, but it turns out to be a real proposal. There is a ton of data and archive narrative that has to go into it to move to the next round in order to compete with the 150 who were selected to be part of the final ten. Everyone in his office is working towards putting this proposal together. We will have a draft ready to circulate through this committee to weigh in.

President Fisher advised the group that she wished Dr. Kinde could have been here to share more detailed information about a major project that is underway by the Office of Instruction. The matter came up in Financial Aid (FA) when the Director of FA was attempting to determine which programs should be included on the list of approval, for which FA could be issued to the students for the Department of Education. There are some programs that are ineligible for FA but there were students in the programs before that determination had been made. We have had to notify students that they need to transfer majors and be in a major where it is approved all the way through the process. The VP of Student Services, who is responsible for FA, has been communicating with regard to what the FA position is. Their hands are tied; if it is not on the list, they cannot issue the FA. They have been pretty good about getting out that information to the specific students.

A member questioned how many programs are involved? President Fisher stated, in the last list she reviewed, there were around 26 programs and some are simple fixes. Others are not going to get fixed because the substantial change process is a yearlong. She is not sure on totals, and we would need to ask the VP of Instruction to report on that. The VP of Instruction is giving this her focus. She is sure that this information is forthcoming.

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Meeting adjourned at 3:02 p.m.

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**Next College Council Meeting:** 2-24-16 (1:00 PM – 3:30 PM)  
Academic Year 15-16 (bi-monthly, 2<sup>nd</sup> & 4<sup>th</sup> Wednesdays from 1-3:00 PM)  
03-09-16/03-23-16  
04-13-16/04-27-16  
05-11-16/~~05-25-16~~

DKG