

**SBVC College Council MINUTES October 22, 2014**

Gloria Fisher, SBVC Interim President, Chair  
 Jeremiah Gilbert, Academic Senate President, Co-Chair  
 Thomas Robles **A**  
 Marco Cota  
 Colleen Gamboa  
 Rania Hamdy **A**  
 Leticia Hector  
 Rick Hrdlicka

Diane Hunter  
 Celia Huston  
 Haragewen Kinde  
 Sheri Lillard  
 Ricky Shabazz  
 James Smith  
 Scott Stark  
 Cassandra Thomas

(see sign in for guest attendance)

<b>TOPIC</b>	<b>DISCUSSION and ACTION</b>
<p>Approval of October 6, 2014 minutes</p>	<p>Dr. Fisher entertained a motion to approve the October 6, 2014 meeting minutes, Rick moved, Dr. Gilbert second, and the group voted as follows:</p> <p>AYES: Fisher, Gilbert, Cota, Gamboa, Hector, Hrdlicka, Hunter, Lillard, Shabazz, Smith, Stark, Thomas            NOES: None            ABSTENTIONS: Huston, Kinde            ABSENT: Robles, Hamdy            Motion carried.</p>
<p>Membership Inclusion of BFSAA and LFSAA – G. Fisher</p>	<p>Dr. Fisher opened the floor for continued discussion on the inclusion of BFSAA and LFSAA on this council. Discussion ensued regarding representation of both groups on the council, what the membership would entail, criteria for memberships, size of the current group, their representation on District Assembly, advocacy opportunities on campus, representation of other groups on campus, and clarification of the organizations level of representation as far as campus or district.</p> <p>Dr. Fisher entertained a motion to invite a representative from each of the associations to hear their statements as to why they believe it is important to have representation on this council, Dr. Huston moved, Scott second and the group voted as follows:</p> <p>AYES: Fisher, Gilbert, Gamboa, Hector, Hrdlicka, Hunter, Huston, Kinde, Lillard, Shabazz, Smith, Stark, Thomas            NOES: None            ABSTENTIONS: None            ABSENT: Robles, Hamdy            Motion carried.</p>

Funding Decisions Faculty/Staff and Construction – G.  
Fisher

Dr. Fisher outlined the process for which discussion of the council will flow with the integration of comments from meeting guest and how voting would occur. She tabled the discussion of the construction piece of this topic for the next meeting.

Dr. Fisher and Scott presented the funding allocations for faculty and classified positions, spoke about how the funds came to fruition, outlined the number of positions up for consideration for both faculty and classified, and advise the group to keep the 50% law and allocations of funds in mind.

After a lengthy discussion among the group and guest, Dr. Huston entertained a motion to move funding from one faculty position to the classified side, Rick second, and discussion ensued with regard to how moving the funds would impact the 50% law, how many classified positions could be filled with the funding of one faculty position and rationale of motion. Once discussion concluded from the group and guest, the council voted as follows:

AYES: Gamboa, Hrdlicka, Thomas

NOES: Fisher, Gilbert, Cota, Hector, Hunter, Huston, Kinde, Lillard, Shabazz, Smith, Stark,

ABSTENTIONS: None

ABSENT: Robles, Hamdy

Motion failed.

Sheri motioned to keep funds identified for classified for classified positions, Jeremiah second and the group voted as follows:

AYES: Fisher, Gilbert, Cota, Gamboa, Hector, Hrdlicka, Hunter, Huston, Kinde, Lillard, Shabazz, Smith, Stark, Thomas

NOES: None

ABSTENTIONS: None

ABSENT: Robles, Hamdy

Motion carried.

Dr. Fisher allowed three minute presentations on behalf of positions from the council, and one minute presentations on behalf of positions from guest. Once presentations were complete the majority consensus was to do a board vote (attached) with eight votes each for faculty positions and 5 votes each for classified positions to gather majority vote on the prioritization of the top classified and faculty positions listed. Board voting concluded the following prioritization:

Faculty Positions

1. Nursing
2. Nursing
3. English
4. Chemistry
5. English
6. Physics
7. Psychology
8. Kinesiology
9. Aeronautics
10. Music
11. Machining

Cassandra motioned to approve 1-7 as determined by consensus of the board votes, Scott second, and Ricky requested a friendly amendment to make the decision to prioritize all 8 in the priority range, Dr. Kinde motioned the friendly amendment, Marco second, discussion ensued with regard to sending forward the recommendation to prioritize the list from 1-11, Rick motioned a friendly amendment to move forward 1-11 as a prioritized list, Celia second and the group voted as follows:

AYES: Fisher, Cota, Gamboa, Hector, Hrdlicka, Hunter, Huston, Kinde, Lillard, Shabazz, Smith, Stark, Thomas  
NOES: Gilbert  
ABSTENTIONS: None  
ABSENT: Robles, Hamdy  
Motion carried.

	<p style="text-align: center;"><u>Classified</u></p> <ol style="list-style-type: none"> <li>1. Chemistry Technician</li> <li>2. Food Service Worker</li> <li>3. Administrative Assistant</li> <li>4. Library Technician</li> <li>5. Account Clerk I</li> <li>6. Theater Technician</li> <li>7. CTS Technician</li> <li>8. Aeronautics Lab Tech and Nursing Sim Lab Tech</li> </ol> <p>Dr. Gilbert motioned to forward the recommendation of the prioritize list from 1-8 as determined by consensus of the board votes, Dr. Huston and Dr. Smith second and the group voted as follows:</p> <p>AYES: Fisher, Cota, Gamboa, Gilbert, Hector, Hrdlicka, Hunter, Huston, Kinde, Lillard, Shabazz, Smith, Stark, Thomas</p> <p>NOES: None</p> <p>ABSTENTIONS: None</p> <p>ABSENT: Robles, Hamdy</p> <p>Motion carried.</p>
Committee Reports	No reports
<b>OTHER:</b>	

# COLLEGE COUNCIL MEETING – SIGN IN

**DATE:** October 22, 2014

**TIME:** 1:30PM – 3:00PM

**LOCATION:** President's Conference Room ADSS-207

NAME	DEPARTMENT	SIGNATURE
Dr. Gloria Fisher	Interim, President (Chair)	
Jeremiah Gilbert	Academic Senate President (Co-Chair & Academic Senate)	
Thomas Robles	ASG President (Associated Student Government)	
Rick Shabazz	VP Student Services (Student Services)	
Marco Cota	Dean, Counseling (Matriculation)	
Colleen Gamboa	CSEA President (CSEA)	Colleen Gamboa
Leticia Hector	Faculty, Speech (Curriculum)	R. Hector
Rick Hrdlicka	Campus Technology (Technology)	
Celia Huston Diane Hunter CTA	Non-instructional faculty, Library (Accreditation/SLO's)	C. Huston Diane Hunter
Haragewen Kinde	Interim VP, Instruction (Instruction/Accreditation)	H. Kinde
Sheri Lillard	Faculty, Chemistry (Program Review)	Sheri Lillard
James Smith	Dean, Research & Planning (Research & Planning)	
Rania Hamdy	Professional Development Coordinator (Professional Development)	
Scott Stark	Vice President, Admin. Services (Facilities & Safety)	
Cassandra Thomas	Classified Senate President (Classified Senate)	

## MEETING GUEST – SIGN IN (Below)

PRINT NAME	DEPARTMENT	SIGNATURE
S. Bergasser	Science	S. Bergasser
Lorrie Burnham	Biology	

Kay Weis	Arts & Humanities	K. Weis
Dahim Fozouni	English	D. Fozouni
Henry Hua	Math, BusAd (ET)	H. Hua
David Kubw	Athletics	D. Kubw
John Srigel	<del>Arts &amp; Humanities</del>	J. Srigel
James Hoyt	Arts & Humanities	J. Hoyt
TED GARBIN	RELANDS AIRPORT ASSOC	T. Garbin
HERACE ALEXANDER	Arts & Humanities	H. Alexander
JOHN BANOLA	KINESIOLOGY	J. Banola
Ed Millican	Social Science	E. Millican
Kidney Shehert	VPS	K. Shehert
Mike	Data	M. Mike
Ron Hastings	Library	R. Hastings
John Skanskas	Chem	J. Skanskas
Alvise An	biology / sci	A. An
Amy Arula	chem	A. Arula
Achala Chatterjee	Tech-Water	A. Chatterjee
YVETTE LEE	English	<del>Y. Lee</del>
Gail Mack	Nursing	Gail Mack
David B Smith	Math	D. B. Smith

Funding Decisions Faculty/Staff

Position	CON (why position(s) can be place on hold)
<b>Classified-Unfunded Vacant Positions</b>	
Administrative Assistant I - Administrative Services	
Food Service Worker I - Food Service	
Account Clerk I - Administrative Services	
Administrative Secretary - Sheriff Academy	
Maintenance Technician - Maintenance	
Secretary II - CTE	
<b>Classified Program Review Top Positions</b>	
Chemistry Technician (PT to FT)	
Theatre Technician (PT to FT)	
CTS Technician	
Nursing SIM Lab Technician (PT)	
Library Media Clerk	
Aero Lab Technician	
<b>Faculty Vacant Positions</b>	

Funding Decisions Faculty/Staff

Aeronautics	<p>The GAO report published in Feb 2014 states that there is no or very slow growth in number of Aviation Maintenance Mechanics jobs. Vice Chancellor Van Ton-Quinlivan in Doing What Matters for Jobs and the Economy- Give priority, consider labor market needs, decide on program capacity as a region. Out our limited resources to support the programs that are in demand locally. The labor market report shows that demand for Aircraft Mechanics is much lower than that for other fields. Drive around in Inland Empire. There is no growth for airports. Rialto airport has closed down and is being converted to mix use facility-housing and warehouse. San Bernardino Airport has spend millions to renovate facility but is sitting empty of planes. Inland Empire is a home to many companies such as Amazon, Target, Stater Brothers, Toyota-Warehousing, logistics and fulfillment centers are growing at a fast clip in the inland empire. These companies are hiring many workers but not aviation mechanics. The aeronautical program had very low enrollment numbers until we hit recession in 2008 when students scrambled to find a seat in any class in order to qualify for fulltime student status for financial aid. The Aero program has been considered for closure/move several times in the last fifteen years by a number of VPs and Presidents. Detailed plans were made to move the program to Flabob Airfield in 2005-6 timeframe by the move did not materialize when the three tenured faculty in the department threw roadblocks. When the Tech Building was in high priority list for construction, the architect's preliminary design did not include the Aero program due to limited space on the campus. At the time the program was expected to move to Flabob Airfield. In 2010, aero was one of the 22 programs that was short-listed for discontinuance. At that time there were two tenured faculty and a classified staff (lab assistant) in the program. In 2012-13, the program was to be moved to Kelly Space in San Bernardino. It was not moved because of opposition to the move from the department. Labor market or trends have not changed. The demand for aviation maintenance jobs has not suddenly grown. SBVC issued certificates are not aligned or compatible with industry recognized FAA certificates. In the last two years, 75 students received SBVC certificates while 9 students received FAA A&amp;P certificates. The Instructional cabinet generated a list of faculty to be prioritized for hiring. It stated that FAA regulations require that a fulltime faculty must be hired to continue the program. This claim is contradicted by the Code of Federal Regulation 14 CFR part 147. The requirement for maintaining a FAA accredited program is to teach to the FAA approved curriculum, with faculty who have A&amp;P license and to keep lab class size to less than 25 students. This statement can be confirmed by a phone call to FAA</p>
Biology	Biology has shrunk and full time faculty is not required.
Chemistry	
English	
English	
Kinesiology	Why another full-time football coach. What about the assistants-then hire part-time or professional coaches as assistants.
Physics	
Real Estate	Why even consider-great part time position.
Nursing	
Nursing	
Nursing	
Nursing	
<b>Faculty Program Review Top Positions</b>	
Psychology (1)	

Funding Decisions Faculty/Staff

Music	
Earth Science	
Machining	What is going on with Machine Trades?
Sociology	
Accounting	
Counseling (1)	
HVAC	
Human Services	
Counseling (2)	
Psychology (2)	
Art	

Funding Decisions Faculty/Staff

Position
<b>Classified-Unfunded Vacant Positions</b>
Administrative Assistant I - Administrative Services
Food Service Worker I - Food Service
Account Clerk I - Administrative Services
Administrative Secretary - Sheriff Academy
Maintenance Technician - Maintenance
Secretary II - CTE
<b>Classified Program Review Top Positions</b>
Chemistry Technician (PT to FT)
Theatre Technician (PT to FT)
CTS Technician
Nursing SIM Lab Technician (PT)
Library Media Clerk
Aero Lab Technician
<b>Faculty Vacant Positions</b>
Aeronautics
Biology
Chemistry
English
English
Kinesiology
Physics
Real Estate
Nursing
Nursing
Nursing
Nursing
<b>Faculty Program Review Top Positions</b>
Psychology (1)
Music
Earth Science
Machining
Sociology
Accounting
Counseling (1)
HVAC
Human Services
Counseling (2)
Psychology (2)
Art

Funding Decisions Faculty/Staff

Position	PRO (why position(s) is needed)
<b>Classified-Unfunded Vacant Positions</b>	
Administrative Assistant I - Administrative Services	
Food Service Worker I - Food Service	
Account Clerk I - Administrative Services	
Administrative Secretary - Sheriff Academy	
Maintenance Technician - Maintenance	
Secretary II - CTE	
<b>Classified Program Review Top Positions</b>	
Chemistry Technician (PT to FT)	
Theatre Technician (PT to FT)	
CTS Technician	
Nursing SIM Lab Technician (PT)	
Library Media Clerk	
Aero Lab Technician	
<b>Faculty Vacant Positions</b>	
Aeronautics	The Aeronautics has maintained its status as one of the top certificates. The faculty load of 2.99 for fall 2014 and 2.84 for spring, shows there is potential to have 3 full time faculty in fall and 2 in spring.
Biology	

Funding Decisions Faculty/Staff

Chemistry	
English (2)	<p>On behalf of both positions for english: Currently the department has 15 full-time faculty, 2 temporary, one-semester full-time faculty, and 34 part-time faculty for a total of 51 instructors. Spring 2015 numbers: 132 total sections, 66 taught by part-time faculty, including 4 unstaffed sections, which is 50% of all English classes being taught by part-time instructors. Will need to hire a minimum of 2 additional part-time instructors to cover these 4 unstaffed sections, which brings the number of part-time faculty to 36. When the current contracts for the two one-semester full-time positions expire, the two instructors will go back to part-time status. Currently these two teach 10 sections between them, which decreases to 4 once they are part-time, leaving 6 unstaffed sections. This will require us to hire an additional 4-6 part-time instructors or cancel the classes. Hiring 6 additional part-time instructors puts the department at 42 part-time and 15 full-time for a total of 57 faculty members in one department with one faculty chair, a ratio of PT for every 1 FT. The result is 55% of all English classes will be taught by part-time faculty or a drastic reduction in the total number of sections offered, despite demand. All English composition classes are 4 units, which means that part-time English faculty must teach fewer sections per semester than disciplines where classes are 3 units in order to comply with contractual load requirements. We have exhausted the current pool of part-time instructors since all teach at multiple colleges, and raise or not, we still pay the lowest part-time wage in our comparable cohort of colleges, leaving most part-time faculty to choose us last. There are now English pre-requisites for classes in all departments across the campus, including CTE (Transportation, Welding, and Diesel to name a few), which means we will need to increase the number of classes to meet the demand so students can take those classes for their degrees and certificates. There has been a 50% increase in the number of declared English majors since last year. These students, in particular, benefit greatly from counseling and support provided by the FT faculty. We need to ensure that our TMC AA English degree students are able to complete degree requirements in a timely way, they majority of classes taught by full-time faculty. The department anticipates the retirement of one additional current full-time faculty member within the next two years, which would further decimate our full-time/part-time ratio. Our request for replacement positions was submitted and approved in March 2014. Student success is directly impacted by not hiring these full-time replacement faculty members for a number of reasons: We will be unable to meet the current demand for English classes that students need even before considering growth, which is realistically not possible now. Data indicates an upward trend in our FTES at 870.24, FTEF at 64.10, and number of enrollments at 6,679 - up from last year. Part-time faculty are not obligated to hold office hours, so the majority of English instructors will not be available for students outside of class. Part-time faculty who do hold office hours have no place in which to do so, resulting in few students benefitting from holding office hours in the library, trunk of a car, or break room. Part-time faculty teach at multiple campuses and are unable to participate in department meeting, curriculum discussions, development, decisions, and updates, resulting in a loss of continuity and consistency, which impacts students success as they are unable to be invested in our students to the extent of full-time faculty. Part-time faculty simply cannot provide the time and support services for students as can full-time faculty members, which is particularly critical for Basic Skills and English Language learners. The reality is that part-time instructors are a</p>
Kinesiology	
Physics	
Real Estate	
Nursing	
Nursing	
Nursing	

Funding Decisions Faculty/Staff

Nursing	
<b>Faculty Program Review Top Positions</b>	
Psychology	Psychology was listed as the number 1 priority for faculty hires for 2014-2015 by the Program Review Committee. Currently, 93% of the faculty are adjunct and there is 1 full time faculty position in a department with a faculty load of 6.8, about 250 FTEs and efficiency score of 586.8. In Spring 2015 94% of faculty will be adjunct. The EMP and Faculty request forms (2013) specify that a new hire in Psychology for 2014-2015 focus on teaching Statistics (PSYCH 105) and Research Methods (PSYCH 101) "At least 1 full-time Psychology faculty position (focusing on Statistics and Research Methods) is being requested by the 14-15 academic year". This request is based on the fact that Statistics and Research Methods are required core courses for the AA-T in Psychology and the fact that State curriculum requirements emphasize these courses. This request is consistent with the Psychology Program Review Document submitted in Spring 2013. This is not a position where a transfer from another department or Division would be appropriate. There are relatively few adjunct faculty who currently teach Psychology with the ability to teach both of these classes. Statistics is currently being taught by adjunct faculty for fall 2014. Statistics and Research Methods will be taught by adjunct faculty in Spring 2015. These are required core courses for the AA-T degree. Without a wide search for faculty competent to teach Statistics and Research Methods, student success will be jeopardized in that the courses may be cancelled if qualified adjunct faculty do not teach the classes and student graduation and transfer rates will be reduced. If students do not succeed in these courses, they will not be able to obtain the AA-T in Psychology. A full-time faculty member with the ability and experience to teach these classes will have the time and vested interest in helping students succeed in
Music	
Earth Science	
Machining	Had full time faculty until 2010 when the programs were drastically cut. Currently, the program is taught 100% by adjunct faculty. (2) What is going on with machine trades?
Sociology	
Accounting	
Counseling	
HVAC	Had full time faculty until 2010 when the programs were drastically cut. Currently, the program is taught 100% by adjunct faculty.
Human Services	
Counseling	
Psychology	
Art	