

**SBVC COLLEGE COUNCIL
FEBRUARY 24, 2016 MINUTES
PRESIDENT'S CONFERENCE ROOM, ADSS-207
TIME: 1:00 PM – 3:30 PM**

A= Absent

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

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

Guest(s): Paul Bratulin, Michael Bernal, Shawn Blaylock, Sandy Kate, Brett Leavitt, and Sheryl Sterry.

CALL TO ORDER:

1:00 President Fisher, called the meeting to order.

APPROVAL OF THE JANUARY 27, 2016 MINUTES

President Fisher entertained a **motion to approve the JANUARY 27, 2016 minutes**. Rick moved, Rania second. No discussion and the group voted as follows:

AYES: Fisher, Gilbert, Cota, Ferri-Milligan, Hamdy, Hector, Hrdlicka, Huston, Smith, Stark, Subero, and Weiss

NOES: None

ABSTENTIONS: Hunter

ABSENT: Bastedo, Beavor, Burnham, Kinde, Miller, and Shabazz

Motion Carried

APPROVAL OF THE February 10, 2016 MINUTES

President Fisher entertained a **motion to approve the FEBRUARY 10, 2016 minutes**. Scott moved, Marco second. No discussion and the group voted as follows:

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

NOES: None

ABSTENTIONS: Huston

ABSENT: Bastedo, Beavor, Burnham, Kinde, Miller, and Shabazz

Motion Carried

Our Mission: San Bernardino Valley College provides quality education and services that support a diverse community of learners.

UPCOMING/FILING POSITIONS – G. FISHER

Scott discussed with the group the replacement of the Custodian (Dennis Collins) position in the Vice President of Administrative Services.

President Fisher entertained a **motion to approve the replacement of the Custodian position**. Rick moved, Paula second. No discussion and the group voted as follows:

AYES: Fisher, Gilbert, Beavor, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Hunter, Huston, Shabazz, Smith, Stark, Subero, and Weiss

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Burnham, Hector, Kinde, and Miller

Motion Carried

ACCREDITATION AND STUDENT LEARNING OUTCOMES – C. HUSTON

Celia provided the group with the most recent modified version of the ACCJC Follow Up Report that incorporated the feedback from ASG that she just received, and will distribute it to the members by email. This version, if she does not get any more feedback, will be going to the Board for final reading.

President Fisher confirmed with Celia the timeline for the report and the visit of ACCJC.

Celia stated the report is due to ACCJC on March 15, 2016 and the visit from ACCJC is around April 1st, 2016. She will be checking with Rebecca to make sure she is meeting all the deadlines and the proper amount of bounded copies of the provided report are ready and distributed on time.

EDUCATIONAL MASTER PLAN – J. SMITH

No Report

STRATEGIC PLANNING– J. SMITH

No Report

Program Review – P. Ferri-Milligan

No Report

COMMITTEE REPORTS:

No Reports

Our Mission: San Bernardino Valley College provides quality education and services that support a diverse community of learners.

CONSULTATION COMMITTEE FOR THE EMP & EMP – Facilities Master Plan: HMC Architects to present facilities information and solicit input from College Council members.

HMC Architects presented a slide presentation to provide the group an update of SBVC facilities information collected over the last several months, and solicited additional input from the group during the meeting. They provided a handout, "Facilities Analysis – Existing Campus Conditions" to the members during the meeting.

PLEASE SEE ATTACHMENT IN WHICH HMC ARCHITECTS HAVE PROVIDED FOR REVIEW, PER THE SLIDE PRESENTATION, THEIR MEETING MINUTES OF 2-24-16. THEY HAVE ANNOTATED THE SLIDE PRESENTATION WITH OBSERVATIONS AND DISCUSSION.

OTHER:

Meeting adjourned at 3:20 p.m.

Next College Council Meeting: March 9, 2016 (1-3:30 PM)
Academic Year 15-16 (bi-monthly, 2nd & 4th Wednesdays from 1-3:00 PM)
03-23-16
04-13-16/04-27-16
05-11-16/05-25-16

DKG

03/02/2016 12:35:46 PM

Meeting: Facilities Analysis Discussion in Valley College Council **Date** February 24, 2016
President's Conference Room AD/SS 207, 1:00-3:00 PM

Project: San Bernardino Community College District
Educational & Facilities Master Plans Preparation

Project # 5007-008-000

Present: **Dave Bastedo**, Faculty, Science, San Bernardino Valley College
Aaron Beavor, Classified Senate President, San Bernardino Valley College
Lorrie Burnham, Faculty, Biology, Co-chair Facilities & Safety, San Bernardino Valley College
Marco Cota, Dean Counseling, San Bernardino Valley College
Paula Ferri-Miligan, Faculty, Reading, San Bernardino Valley College
Gloria Fisher, President, San Bernardino Valley College
Jeremiah Gilbert, Academic Senate President, San Bernardino Valley College
Rania Hamdy, Professional Development Coordinator, San Bernardino Valley College
Leticia Hector, Faculty, Speech, San Bernardino Valley College
Rick Hrdlicka, Campus Technology Services, San Bernardino Valley College
Diane Hunter, CTA Representative, San Bernardino Valley College
Celia Huston, Non-instructional Faculty, Library, San Bernardino Valley College
Sarah Miller, Designee for CSEA President, San Bernardino Valley College
Rick Shabazz, Vice President, Student Services, San Bernardino Valley College
James Smith, Dean, Research, Planning, and Institutional Effectiveness, San Bernardino Valley College
Scott Stark, Vice President, Administrative Services, San Bernardino Valley College
Linda Subero, President, Associated Student Government, San Bernardino Valley College
Kay Weiss, Dean, Arts & Humanities, San Bernardino Valley College
Michael Bernal, Designer, HMC Architects
Shaun Blaylock, Lead Educational Planner, ALMA Strategies
Sandra Kate, Principal Educational Facilities Planner, HMC Architects
Brett Leavitt, Principal Designer, HMC Architects
Sheryl Sterry, Senior Educational Facilities Planner, HMC Architects

Purpose of the Meeting: For Valley College Council to provide input on the facilities analysis and to establish facilities planning needs and objectives.

1 Welcome & Meeting Goals

- A. The SBVC Facilities Master Plan (FMP) is intended to communicate Valley College's facilities development plans to its community stakeholders. The FMP document will contain three sections: 1) an analysis of existing conditions, 2) planning needs, and 3) recommendations. Today's discussion will mainly focus on existing conditions and begin to look at needs, issues, and challenges, in so far as they have been identified by the ongoing educational planning.
- B. College Council members are asked to provide input and validation for:
 1. the analysis of existing conditions;
 2. facilities needs, issues, and challenges, from themes that were heard during the program interviews; and
 3. facilities planning objectives.

2 Planning Update

- A. The planning process recognizes that Valley College's educational master plan (EMP) will drive the recommendations of the FMP. The EMP must be developed further before it can fully inform the facilities planning process. On the quantitative level, the EMP will drive facilities planning by setting priorities for the development and use of space. Equally importantly, both EMP and FMP must support Valley College's culture and student life.

3 Favorite Place on Campus

Valley College Council members shared their favorite places on campus.

- The old Library, which was more welcoming than the current Library—how can it be made more inviting?
- The new buildings are too sterile. Preferred the traditional architectural style—like the Auditorium's.
- Library and rose garden next to the Auditorium
- The old campus, which was more inviting and welcoming
- The cool shade under the large live oak tree in the Glade
- Inside the Observatory and its collection housed there that speaks to Valley College's history
- The Greek Theater, which exudes history and where events and commencement ceremonies were held
- The quad at the Liberal Arts Building
- The Business Center B-100 meeting room
- The athletic field, used by the community for exercise—many walk the track
- The Sun Room in the Campus Center—a good gathering space for staff
- The layout of the old campus was more favorable for student gathering. The free speech area, students playing dominos
- The Admin/Student Services Building is not conducive for cooperation among staff—its lack of clear divisions causes frustration. The Liberal Arts Building has clear separations between spaces.
- The Auditorium for its history and architecture
- The Campus Center, the hub where student gather and interact
- The Greek Theater and the plaza behind the Auditorium, which is used by students who are looking for outdoor seating and fresh air
- Upstairs in the Liberal Arts office wing—best place for collaboration among both students and faculty—real offices with doors and bookshelves
- The Planetarium and the Auditorium
- The gardens in the Health Life Sciences courtyard
- My favorite place does not exist yet—a shaded pavilion
- The swimming pool, which no longer exists but is needed by the community
- The shaded area in front of the Library, for gathering and hosting events
- The future landscaped areas that will be built around the new Gymnasium—planned with pathways, benches—and the Auditorium where names of academic programs are carved into wood on the walls

4 The Existing Campus Conditions

A. Neighborhood Context



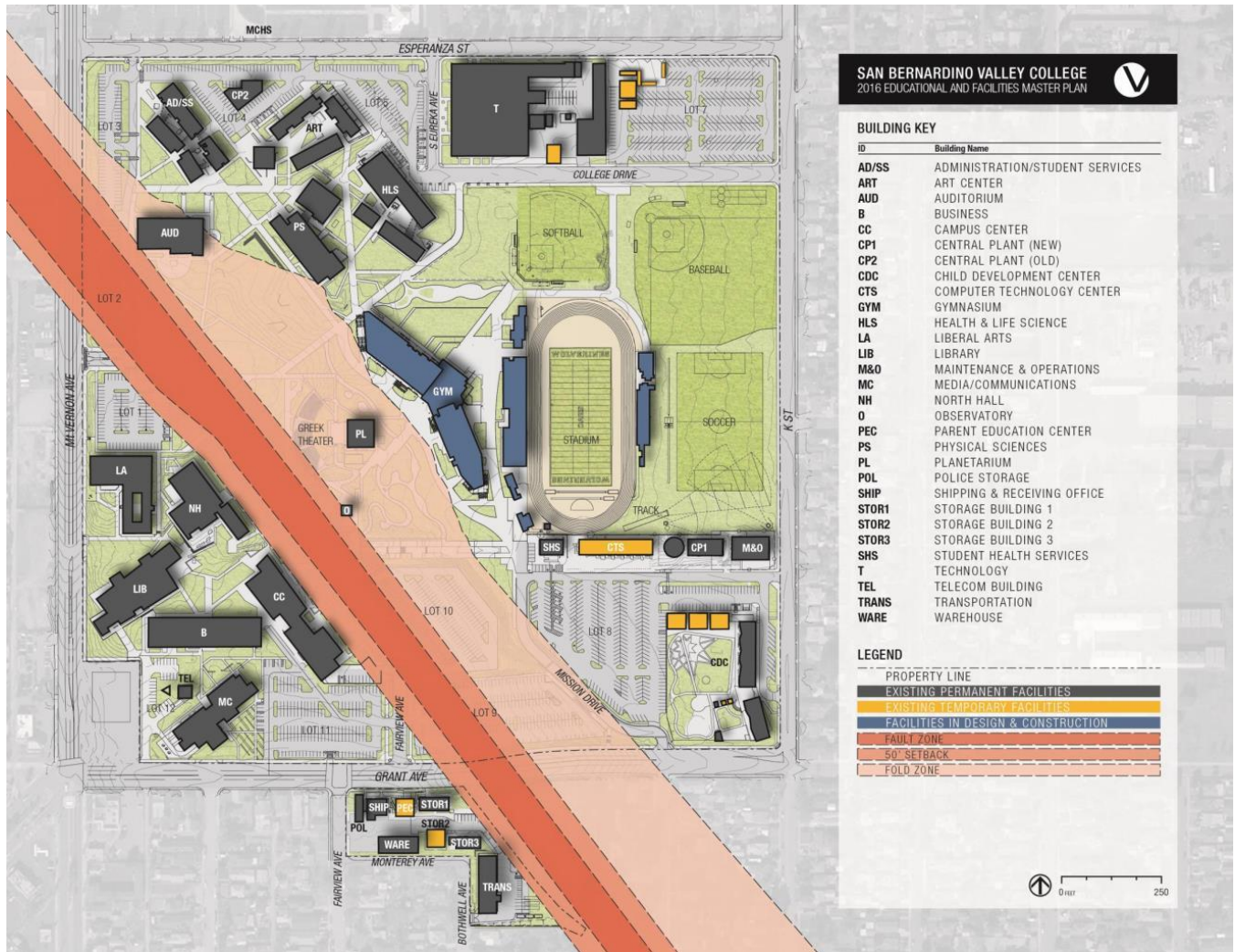
1. Observations:

- Mt. Vernon Avenue is a prominent commercial corridor and the most traveled road that abuts the campus. The campus abuts residential neighborhoods to the north, east, and south.
- A small part of the campus lies to the south of Grant Avenue.
- Many high school students from the Middle College High School (MCHS) cross Esperanza Street to take classes at Valley College.
- Valley College and the Pro Swap Meet have a memorandum of understanding (MOU) for joint use of parking at the swap meet and the campus.

➤ Discussion:

- Lots of people drive to campus from the “back way” from State Route 215 and west on Grant Avenue.
- The campus of Verbata Elementary School should be noted on the graphic. Valley College partners with this school in many ways.

C. Existing Campus



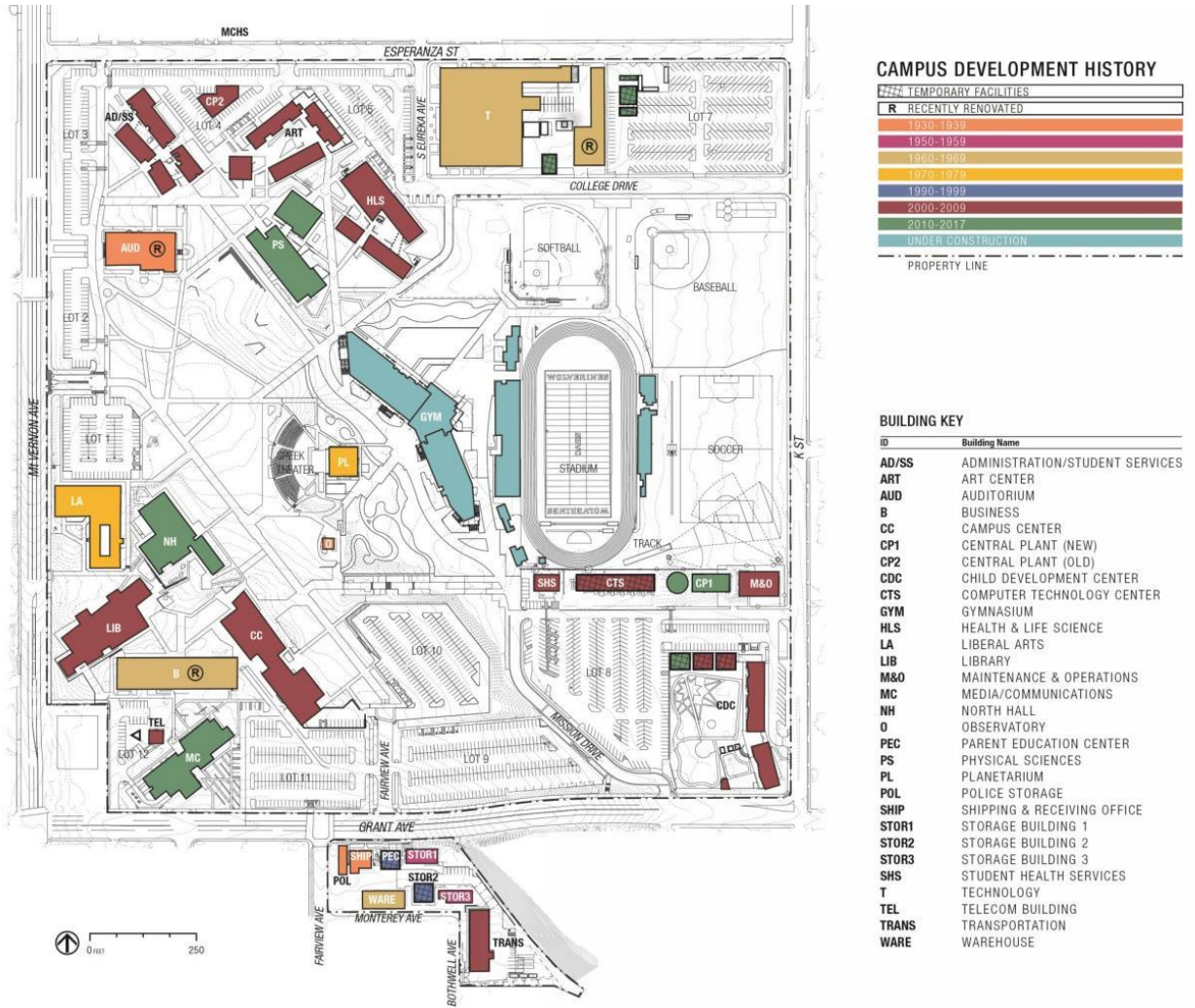
1. Observations:

- The gray-colored buildings are permanent buildings and the yellow-colored buildings are temporary buildings.
- The blue-colored buildings are under construction and will all be open by spring 2017. The campus conditions in 2017 are the baseline conditions for the purposes of the facilities master plan.
- New buildings cannot be built within the seismic fault and folding zone. The Glade divides the campus buildings into separate clusters.

➤ Discussion:

- The Glade has changed the character of the campus. It has lessened the sense of place and the level of activity in the outdoor spaces.

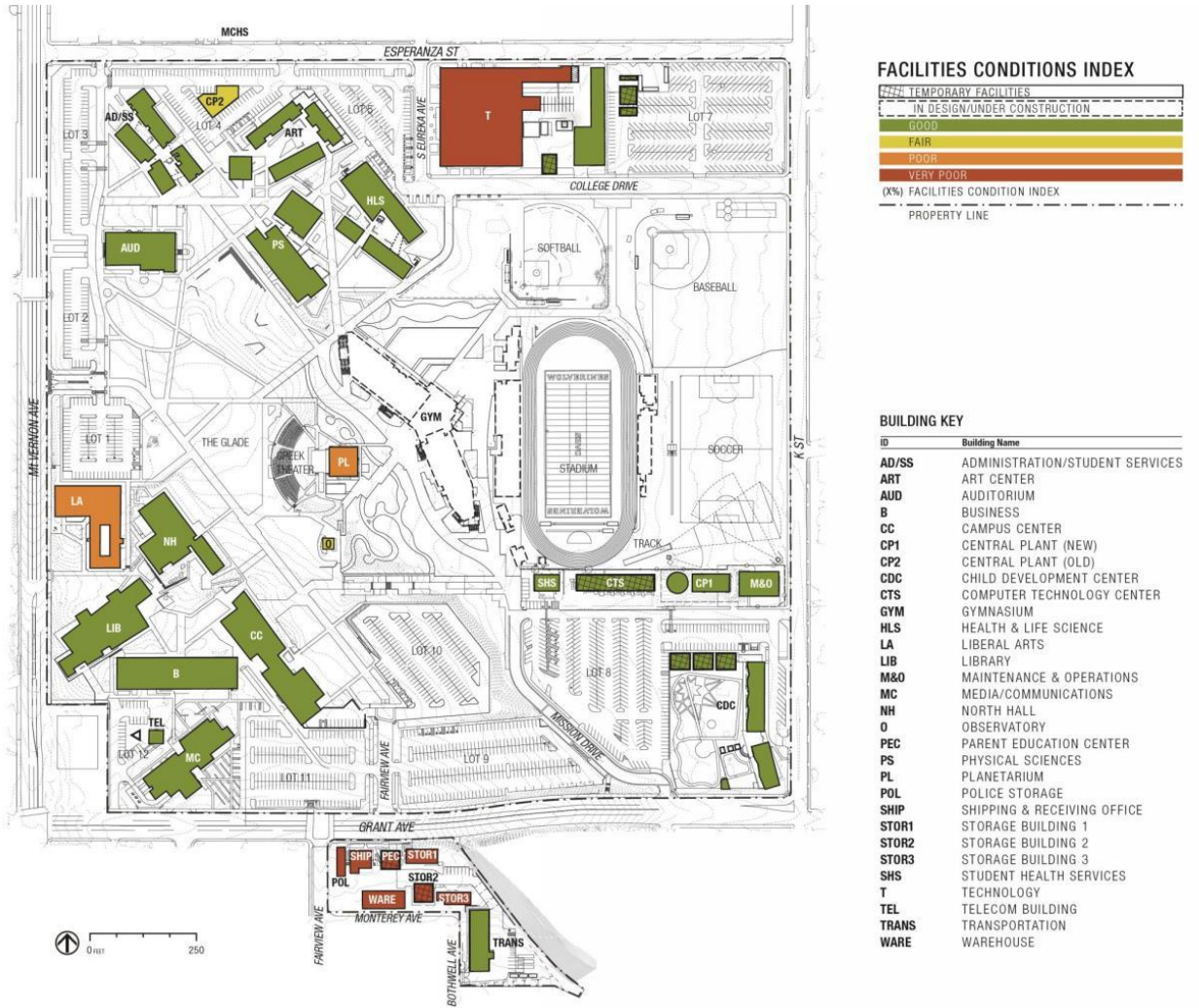
E. Campus Development History



1. Observations:

- The campus opened in the 1930s and the Auditorium is one of the remaining original buildings.
- As a result of the discovery and mapping of the seismic fault and folding zone, many of the originals buildings were replaced after 2000.
- Buildings that have recently undergone a comprehensive renovation are shown with an “R” in a circle—the Auditorium, the Business Building, the east wing of the Technical Building.
- The main wing of the Technical Building and the Liberal Arts Building are older buildings that have not been recently renovated. Also most of the buildings that are situated to the south of Grant Avenue.

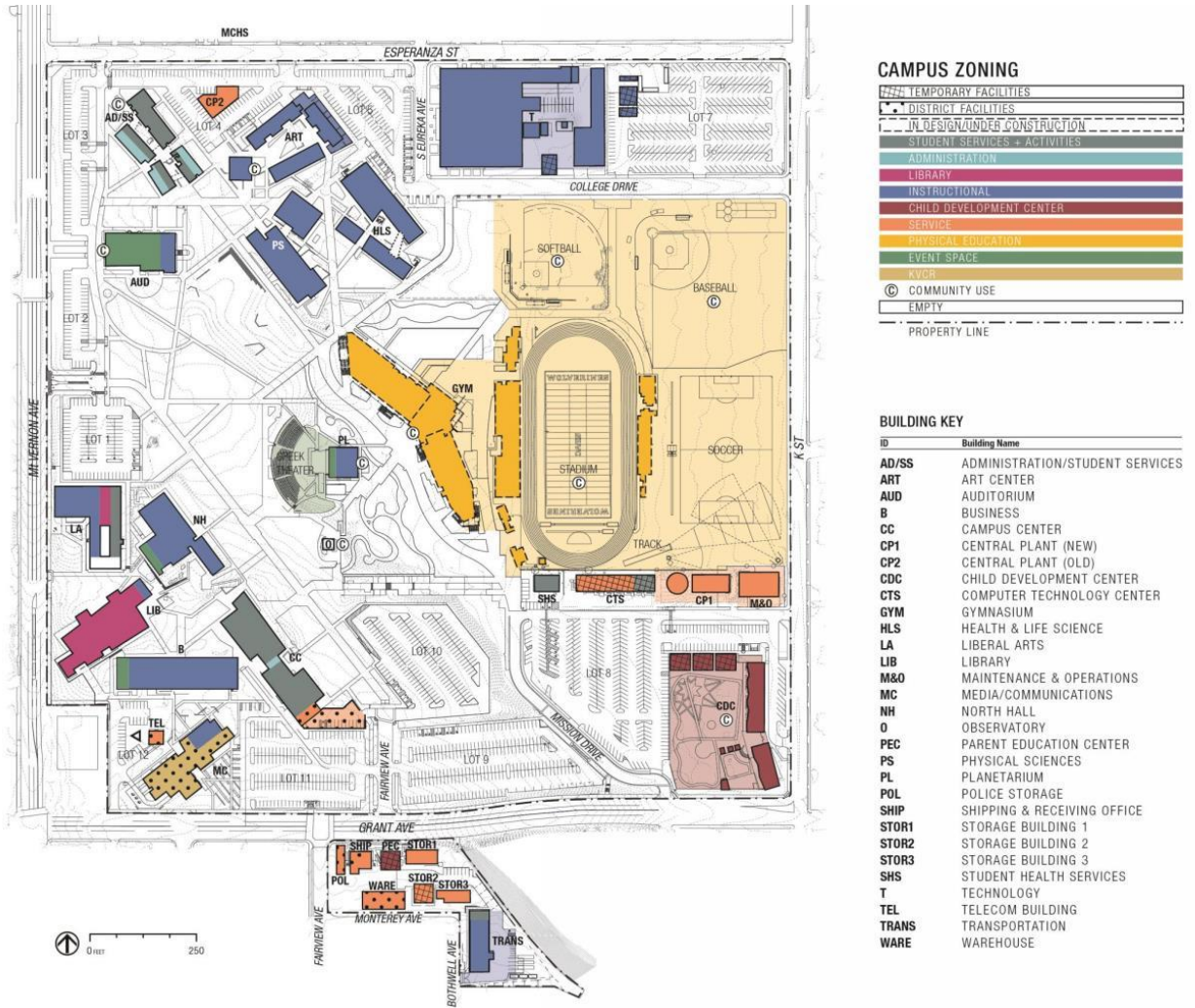
G. Facilities Condition



1. Observations:

- The information shown on this graphic is based on periodic assessments and staff interviews. The results of the most recent assessment, which is taking place now, will be shown in the FMP.
- Many of the buildings were constructed recently and are in good condition, however, due to lack of resources little has been done to maintain these buildings since they were constructed.
- The Liberal Arts Building is in poor condition. The main wing of the Technical Building and many buildings that are situated to the south of Grant Avenue are in very poor condition. The Technical Building takes a disproportionate amount of staff time and resources to keep running.

I. Campus Zoning of Functions



1. Observations:

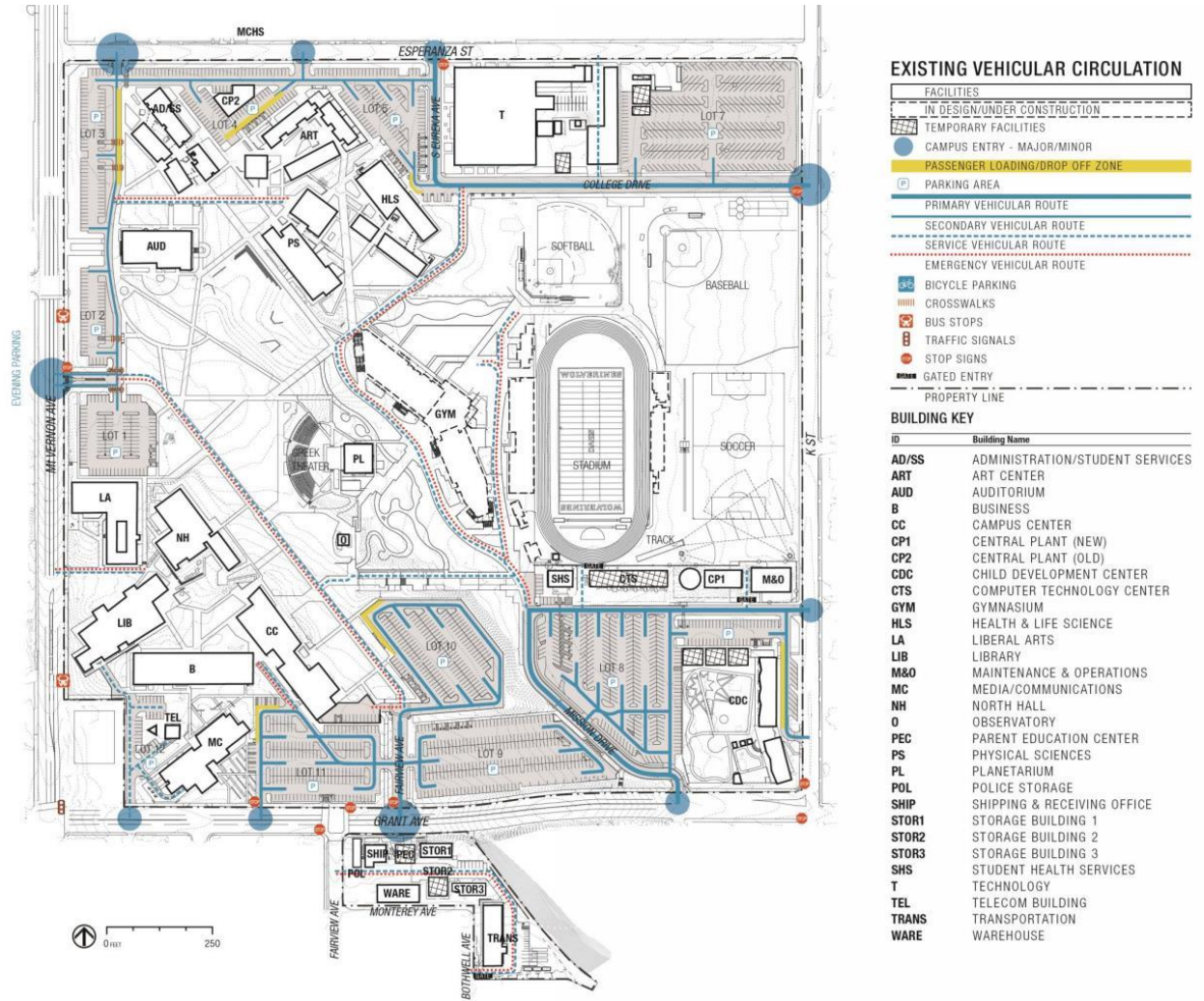
- The campus is zoned logically with respect to the location of the event space, administrative offices, kinesiology and athletic facilities, and the Child Development Center.
- Student Services and Activities are distributed among the AD/SS Building, the Campus Center, and the Liberal Arts Building.
- Spaces in the Liberal Arts Building and many of the older buildings south of Grant Avenue have not been properly reconstructed to suit their current use.

➤ Discussion:

- The graphic will be revised to show the tutoring spaces—the Student Success Center and STEM Center—in the Physical Sciences Building.
- Space for the existing Student Success Center is impacted. It would be preferable not to locate tutoring in one central location, but rather with instructional programs. The Library is meant to provide academic support services.
- The old Campus Center contained a large staff lounge and kitchen space. Having such a space helped to promote interdisciplinary collaboration. Currently, there is no such space that is shared campus-wide. Ideally, well equipped space, located near the Professional Development Center, would be provided for faculty to gather, meet, and collaborate.

- Little space is provided for faculty to gather near their offices to meet or have lunch. For example, in the past a conference room in the Math division offices was used by faculty to gather for lunch. But it has been reassigned as a meeting room that must be reserved in advance and is open for use by the entire campus.
- Student gathering space is needed near the student services programs in the Liberal Arts Building. Grant funding for those student services programs cannot be used to provide this kind of space. These programs include First Year Experience, Puente, Guardian Scholars Foster Youth, Tumaini, and Valley Bound.
- Another dedicated open computer lab space is needed in addition to the main open lab in the Library.
- Many students are caring for their children while studying. Child-friendly places are needed.
- Space to address cross-cultural needs, such as those of the transgender student community, are needed.
- The graphic will be revised to show the Library Viewing Room as an event space and not a scheduled classroom.

J. Vehicular Circulation & Parking



EXISTING PARKING COUNT

- On-campus: 1,506 stalls
- Swap meet (MOU): 414 stalls
- Does not count street parking
- **TOTAL: 1,920 stalls**

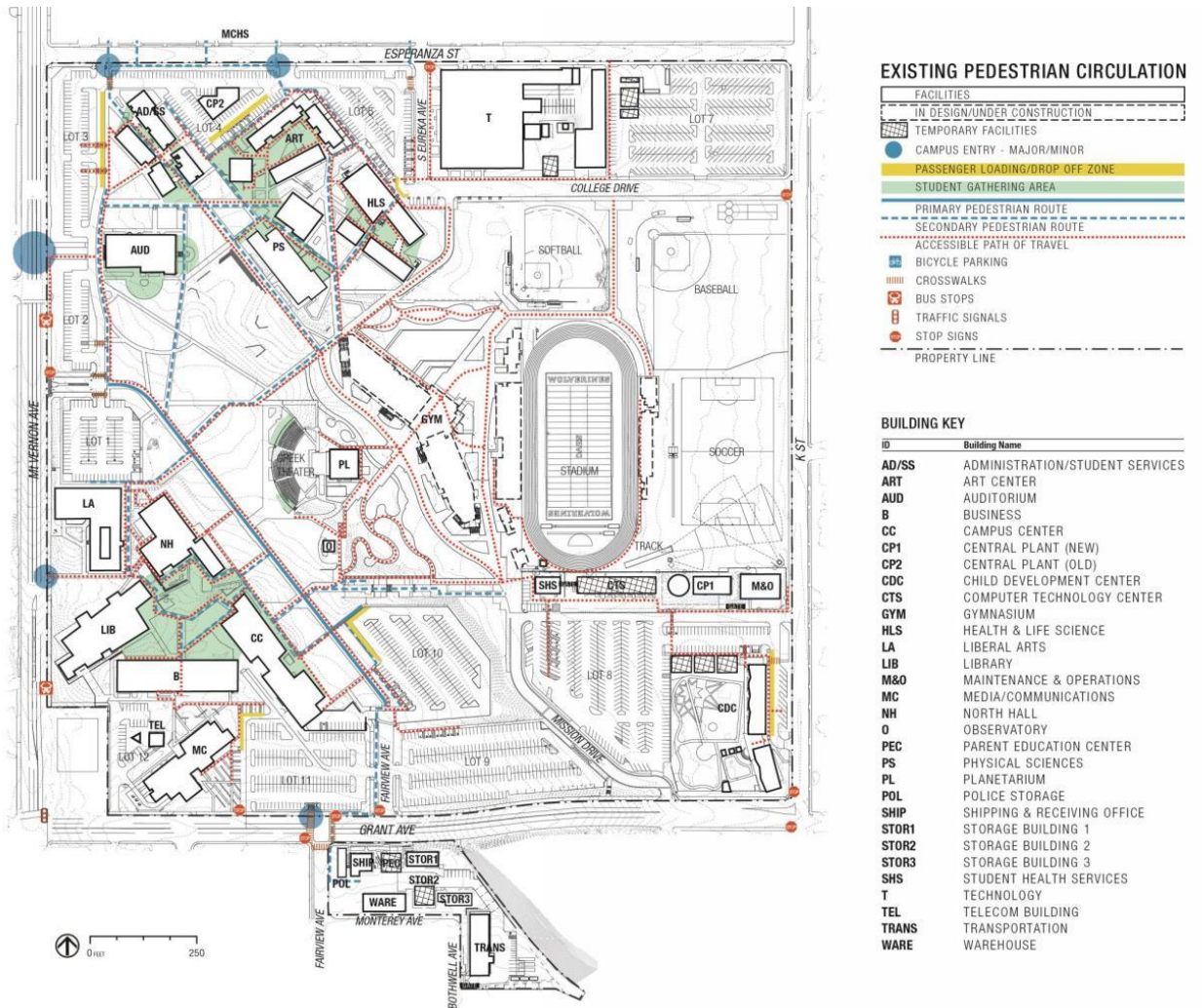
YEAR	HEAD COUNT	STALL COUNT	RATIO	TARGET RATIO	TOTAL NEED	ADDITIONAL NEEDED
2016	13,082	1,920	1 STALL / 6.54 HC	1 STALL / 6.00 HC	2,180	260

1. Observations:

- Vehicular routes are well distributed around the campus.
- The surrounding streets provide a vehicular route around the campus and free parking.
- Emergency and service vehicle access routes are well designed.
- The vehicular entrance near the AD/SS Building is often congested due to lack of vehicle stacking space. The entrance at Grant and Fairview Avenues are offset and are often congested. The entrance from Mt. Vernon Avenue is offset from the signal at Johnston Street.
- The campus contains 1,506 parking stalls and the MOU with the Pro Swap Meet makes available 414 stalls during times of peak demand. Together, 1,920 stalls are available, which yields a ratio of 1 stall per 6.54 unduplicated student headcount (fall 2015)

enrollment). This is significantly higher than the recommended ratio of 1 stall per 5 student headcount and shows a need for more parking capacity. Taking into account the availability of street parking and high use of subsidized public transit, a 1:5.5 or 1:6 ratio may be acceptable. At this time, an additional 260 stalls would be needed to achieve a 1:6 ratio.

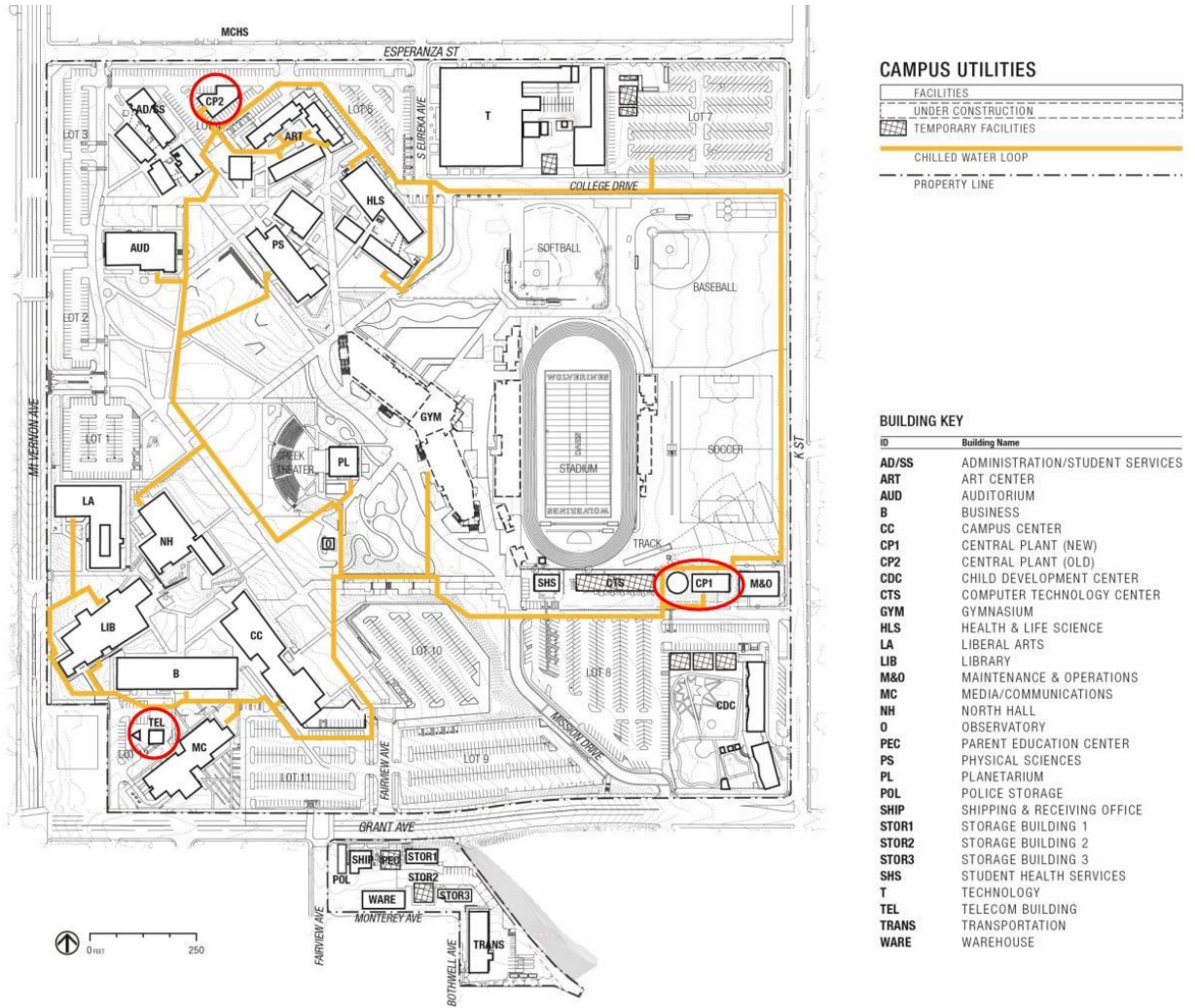
K. Pedestrian Circulation



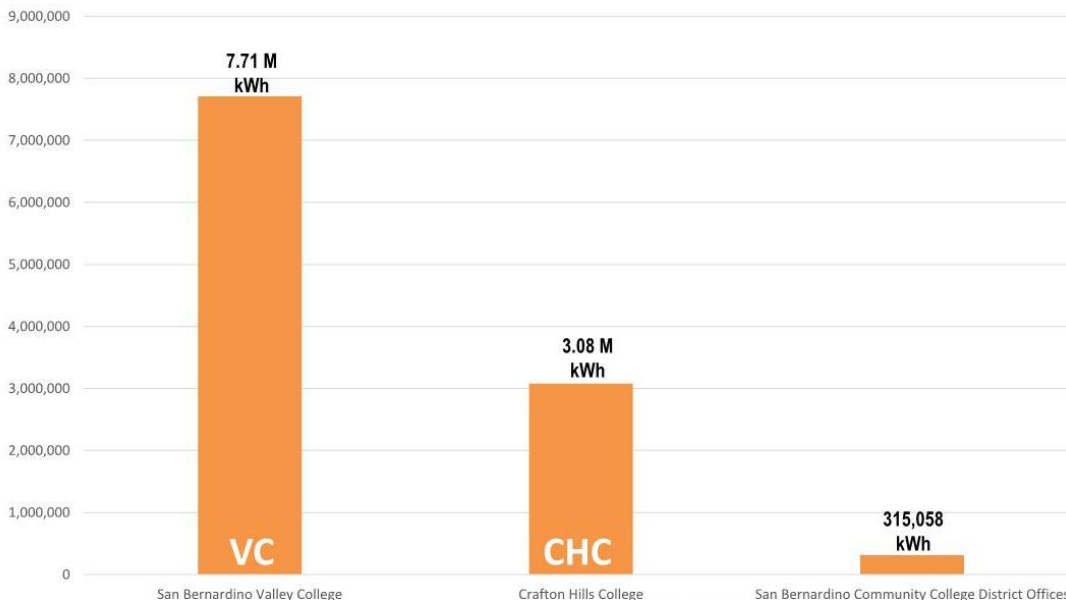
1. Observations:

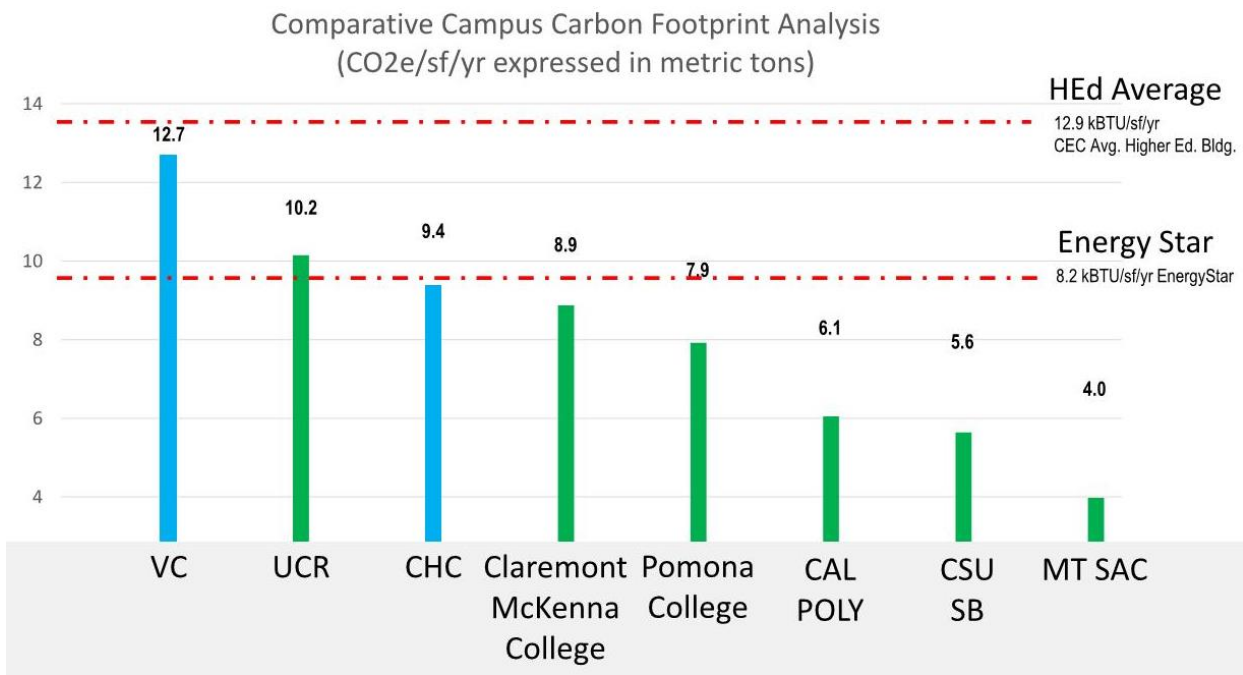
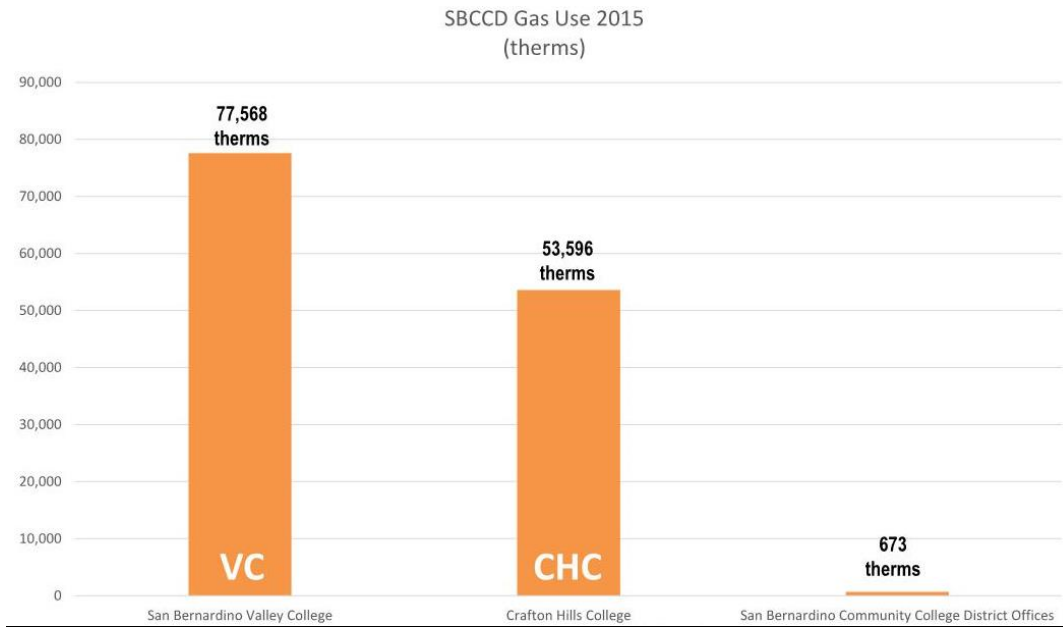
- Accessible Paths of Travel (POTs) are provided to most buildings and site areas and there are plans underway to complete this network.
- Much better use can be made of The Glade.
- The connections crossing The Glade between building clusters could be much stronger and actively programmed.
- Crossing Esperanza Street between MCHS and Valley College could be safer.
- Crossing Grant Avenue between the two parts of campus could be safer.
- There is a need for more passenger loading zones that serve both cars and buses.

M. Utilities Infrastructure



SBCCD Electricity Use 2015 (kWh)





1. Observations:

- The campus utilities infrastructure is fairly new and in good condition.
- The campus has a central cooling plant with a thermal energy storage (TES) tank that stores water cooled at night when energy costs are lowest. An underground pipe loop distributes chilled water to most of the campus buildings. The TES is being used at its maximum capacity and cannot support more buildings.
- The campus energy use (electricity and natural gas) is shown translated to an equivalent carbon footprint per square foot of gross building area. Valley College performs slightly better than the average higher education campus in comparable climate zones.
- The energy data is reported by Cenergistic, the District's energy conservation consultant. Water-use data will be provided soon.

5 Analysis of Campus Space

A. Enrollment Projection and Growth Rate

1. The table below shows the baseline projected enrollment for the 5-year, 10-year, and 15-year planning horizons, expressed as weekly student contact hours (WSCH), from the state Department of Finance and distributed between the Colleges in the same proportions as it has been in the past. The projected growth is compounded annually at the rate of 1.7% per year between 2015 and 2021 and 1.4% per year after 2021.
2. The current educational master planning process may result in a different planned growth rate and/or distribution of the planned growth in enrollment.

Site	Fall 2016	Fall 2021	Fall 2026	Fall 2031
Crafton Hills College	67,107	72,969	78,274	83,909
San Bernardino Valley College	145,728	158,457	169,978	182,214
Total SBCCD	212,835	231,426	248,252	266,123

B. 2015 SBCCD Space Inventory

1. The District inventories its space and reports it to the Chancellor's Office annually. Every space on each campus and the District Office is assigned to a category according to state guidelines. The table below shows the amount of assignable area held by SBCCD.
 - a. Capacity Load Categories are the following: Lecture, Lab, Office, Library, and Instructional Media (AV/TV). Capacity Load Categories are examined closely by the state and used to justify requests for additional space and determine eligibility for capital outlay projects.
 - b. Non-capacity load space categories are important for planning purposes and include space for meeting rooms, physical education facilities, maintenance and operations, and many other functions.
 - c. Space that is usable for programs and services is called assignable space. Assignable space is measured in units of assignable square feet - ASF. Additional non-assignable space that is needed for building systems, corridors, stairs, most restrooms, etc. is included in the overall building gross square footage (GSF).

SPACE TYPE	CURRENT INVENTORY (ASF)
Lecture	102,798
Lab	179,874
Office	119,497
Library	58,711
Instructional Media	9,322
Other	287,473
TOTAL	757,675

CAMPUS	TOTAL ASF	
Crafton Hills College	274,189	36%
SB Valley College	447,804	59%
District Office	35,682	5%
TOTAL ASF	757,675	

C. How the State Looks at Space

Capacity/Load Ratio is the ratio of needed space compared to existing space. Justification of need is based on enrollment (FTES and WSCH) and Title 5 space standards.

1. =100% capacity/load: # of seats = # of students
2. >100% capacity/load: # of seats > # of students
3. <100% capacity/load: # of seats < # of students – demonstrates the need for more space

D. San Bernardino Valley College Space Analysis

1. Existing Space Needs

The fall 2015 space needs are calculated from the actual fall 2015 enrollment in accordance with Title 5 space standards. Comparison with the 2015 space inventory shows that Valley College holds an excess of lecture and office space, but demonstrates a need for additional lab, library, and instructional media space.

SPACE TYPE	CURRENT INVENTORY (ASF)*	CURRENT SPACE NEEDS**	CURRENT CAP/LOAD RATIOS	2017 SPACE INVENTORY (ASF)***
Lecture	66,883	30,609	219%	69,886
Lab	132,187	164,171	81%	133,182
Office	69,027	51,380	134%	70,698
Library	29,886	37,328	80%	29,886
Instr. Media	6,577	11,577	57%	6,577
Other	143,244	TBD	N/A	154,562
TOTALS	447,804			464,791

* 2015 Space Inventory

** For fall 2015 enrollment

***New Gym & Field Buildings have been added. Snyder and Women's Gyms have been removed.

2. Projected 2031 Space Needs

The table below shows the 2017 space inventory, which will reflect the campus when the Gymnasium/Athletic Field project is completed. It will serve as the baseline space inventory for this FMP. The 2017 adjusted space inventory reflects the removal of all temporary buildings and the need to replace temporary space with permanent space. The 2031 space needs are calculated from the 2031 baseline projected enrollment in accordance with Title 5 space standards.

In 2031, Valley College will continue to hold excess lecture and office space, but to a lesser degree. The need for additional lab, library, and instructional media space will continue to grow.

SPACE TYPE	2017 INVENTORY (ASF)	ADJUSTED INVENTORY* (ASF)	2031 SPACE NEEDS**	DIFFERENCE
Lecture	69,886	66,109	38,913	-27,196
Lab	133,182	133,182	208,742	75,560
Office	70,698	70,785	62,300	-8,485
Library	29,886	29,886	43,638	13,752
Instr. Media	6,577	6,577	12,168	5,591
Other	154,562	139,926	TBD	TBD
TOTALS	464,791	446,465		

* Temporary buildings (Campus Tech. Svcs. (CTS), Portable Conf. Bldg., Portable Classroom, Parent Edu. Ctr., CDC Portables 8-9-10, CDC sheds 1-2, Storage 4 (old CD4), T-122, T-123, T-124) have been removed from 2017 inventory. Inactive offices in LA building considered re-activated.

** Calculated from CCCC enrollment projection

3. "Other" Space

The table below shows the "other" types of space held by Valley College. Specific needs will be established through ongoing educational and facilities planning discussions.

SPACE TYPE	2017 INVENTORY (ASF)	ADJUSTED INVENTORY* (ASF)	SPACE NEEDS
Athletic/Physical Ed.	45,236	44,339	TBD
Assembly	18,373	18,373	TBD
Exhibition	2,766	2,766	TBD
Food Facilities	10,444	10,444	TBD
Lounge	3,875	3,435	TBD
Recreation	627	627	TBD
Meeting	12,202	10,698	TBD
M&O / Physical Plant	21,393	19,703	TBD
Health Service	693	693	TBD
Inactive	1,215	0	TBD
All Other	37,738	28,848	TBD

* Temporary buildings (Campus Tech. Svcs. (CTS), Portable Conf. Bldg., Portable Classroom, Parent Edu. Ctr., CDC Portables 8-9-10, CDC sheds 1-2, Storage 4 (old CD4), T-122, T-123, T-124) have been removed from 2017 inventory. Inactive offices in LA building considered re-activated.

4. Projected Parking Needs

The table below shows the projected unduplicated student headcount and parking capacity needed for 2021, 2026, and 2031. It should be noted that the table assumes that the ratio of WSCH to headcount will remain constant. It also assumes that the ratio of headcount to the need for parking stalls will remain constant. Both of these assumptions may not hold up in the future.

EXISTING PARKING COUNT

- On-campus: 1,506 stalls
- Swap meet (MOU): 414 stalls
- Does not count street parking
- **TOTAL: 1,920 stalls**

YEAR	HEAD COUNT	STALL COUNT	RATIO	TARGET RATIO	TOTAL NEED	ADDITIONAL NEEDED
2016	13,082	1,920	1 STALL / 6.54 HC	1 STALL / 6.00 HC	2,180	260
2021	14,040	1,920		1 STALL / 6.00 HC	2,340	420
2026	15,060	1,920		1 STALL / 6.00 HC	2,510	590
2031	16,145	1,920		1 STALL / 6.00 HC	2,691	771

➤ Discussion:

- An existing free parking pass program helps students. ASG and Valley College each pays for a third of the cost. Parking at the Pro Swap Meet is free of charge.
- SBVC students are able to ride the Omnitrans buses for free.
- As transportation needs evolve, parking demand ratio to student headcount may lessen but the need for passenger loading zones and vehicle wait zones may increase.

6 Space Utilization Study

A. A space utilization study will be issued to College Council soon. It will focus on two areas:

1. Level of efficient use of each classroom and lab
2. WSCH generated per unit of assignable area per TOPS code

➤ Discussion:

- The size (number of teaching stations) and outfitting of classrooms with equipment and technology should align with the profiles of classroom spaces that are most needed.
- The State assumed that instructional spaces are available for 70 hours each week. It looks at utilization compared to state standards for the average number of hours per week and the number of seats filled. Often a perceived shortage of classrooms and labs is due to competition for desirable timeslots.

7 Needs, Issues, Challenges

- A. Perceived demand for classroom and office space vs Title V standards—concern for lack of space when needed
- B. Class size: 30-40 students but mostly need 40 seats

- C. Flexible classrooms to support various modes of learning
- D. Appropriate instructional tools and equipment
- E. Consistency of classroom space – standards
- F. More storage space needed for certain programs
- G. Faculty offices near shared collaboration space
- H. Growing need for student support services space in one location
- I. A campus-wide approach to providing space for learning resources, tutoring, & study
- J. Dedicated open labs w/ program – specific software
- K. Keeping current with technology capabilities, including Wi-Fi coverage, power everywhere for charging devices
- L. Student study & gathering space – indoor + outdoor w/ shade & protection from the weather
- M. Additional parking
- N. Safety/security of students and employees on campus
- Discussion:
 - Classes in English, the largest academic program, are capped at 25 students by contract. 28 students are enrolled with the expectation that classes will be no larger than 25 by census.
 - Most classes in Math are capped at 35 students and the rest are capped at 40 students.
 - Chemistry classes and most career-technical education (CTE) classes are smaller than 25 students for pedagogical reasons. Public speaking classes have 30 students.
 - When the Business Building was renovated, we were told that classrooms needed to be designed to a consistent size. It is refreshing to hear that classroom sizes can be varied. Active-shooter training is conducted by the College. Faculty want two doors in each classroom
 - More dedicated passenger loading zones and spaces for waiting vehicles where they will not cause congestion.
 - Campus signage is better, but more must be done to help new students. For example, the Writing Center, the faculty offices in the Liberal Arts Building, and the Student Success Center in the Physical Sciences Building are not easy to find.
 - There is a need for the campus to be more family-friendly. Consider providing for students with children.
 - Flexible facilities to provide space for emerging CTE fields. Flexible space will help the College to respond quickly to emerging needs. For example, a cosmetology school near Valley College closed recently. Cosmetology and culinary arts are often difficult to fund because income in those fields tends to be low. Could the College consider purchasing the cosmetology school facilities?
 - The EMP should build on programs that we have.

8 Planning Objectives

- A. Align campus space with the College's educational priorities
- B. Maximize the physical space on campus
- C. Ensure a student-centered and friendly campus
- D. Develop student gathering spaces + activity zones
- E. Improve the College's visibility to the community
- F. Provide flexible + consistent + well-equipped instructional spaces
- G. Plan for future teaching and learning opportunities
- H. Showcase student projects and successes
- I. Create faculty office space that encourages collaboration
- J. Continue the history of sustainable campus development
- K. Address parking needs while developing alternative transportation modes
- L. Allocate resources to care for facilities

➤ Discussion:

- We need to improve the visibility of the campus. The marquee sign on Mt. Vernon Avenue has helped but more is needed. The old campus was not ideal in that the buildings turned their backs on the street. When it opens, the new Gym will help to raise the visibility of the College by attracting the community to athletic events.
- Build facilities that encourage student success and innovation
- Since most of the buildings are new (and will not be replaced anytime soon) and since we must avoid building on the fault zone, what can we do to improve our facilities?
 - State capital outlay program fall into categories and the FMP process must look at project funding opportunities. These options will be presented to Valley College Council for discussion in March and April.
 - There are opportunities to renovate or replace facilities that are aged or not well-utilized.

9 Next Steps

- A. Educational Planning
 - March 9, 2016 Valley College Council meeting
 - Additional discussion on March 23, 2016 will be scheduled with Scott Stark
 - EMP chapter draft reviews
- B. Facilities Planning
 - March 23, 2016 Valley College Council meeting
 - Late-March College Forum
 - April 12, 2016 Valley College Council meeting

The above notes document our understanding of items discussed in the above-referenced meeting. Unless notice to the contrary is received, the notations will be considered acceptable and HMC will proceed with work based on these understandings. Any discrepancies should be brought to our attention within seven (7) working days of receipt

Submitted by,

A handwritten signature in black ink, appearing to read "Sheryl Sterry". The signature is stylized with a large initial "S" and a cursive "Sterry".

Sheryl Sterry
Senior Educational Facilities Planner, HMC Architects
Sheryl.Sterry@hmcarchitects.com

Attachments: None

Cc: Gloria Fisher and Scott Stark for San Bernardino Valley College distribution
Keith Wurtz for SBCCD distribution and posting
Shaun Blaylock, Kevin Fok, Bobby Khushal, Lorna Harris (ALMA Strategies)
Matt Kurtz (Snipes-Dye)
Era Babiwale, Kimberly Bascos, Michael Bernal, Brett Leavitt , Ken Salyer (HMC)

File: N:\Projects\5007 SBCCD\008-000 Master Planning (1)\05-MM\01. MI\2016-01-15_SBVC-FacAnaPreview\SBVC-FacMM_01-14-2016.docx



San Bernardino
Valley College



COPY

Albert Maniaol
Dean, Applied Technology
San Bernardino Valley College
701 S. Mt Vernon Avenue
San Bernardino, CA 92410
(909) 384-8904

MEMORANDUM

TO: Dr. Gloria Fisher, President *Gloria Fisher 2-26-16*

FROM: Albert Maniaol, Dean, Applied Technology Division *[Signature]*

Cc: Dr. Haragewen Kinde, Vice President of Instruction *[Signature]*
Dr. Ricky Shabbaz, Vice President, Student Services

Date: February 25, 2016

Re: Request to Hire an HVAC/R Full-Time Faculty

Our Heating, Ventilation, Air-conditioning and Refrigeration (HVAC/R) program is number one on the 2015 – 2016 Program Review Priority List for Faculty and I understand that funding is now available to fill the position.

In this connection, I would like to request your kind consideration to please approve the hiring of the HVAC/R full-time instructor position for Fall 2016 semester start date.

I hope for your usual consideration and favorable response.

Thank you.

(Budget Account #: 01-00-01-6687-0000-1100.00.0946)

MAR - 7 2016



San Bernardino
Valley College

Scott Stark
Vice President Administrative Services
San Bernardino Valley College
701 S. Mt Vernon Avenue
San Bernardino, CA 92410
(909) 384-8958

MEMORANDUM

TO: Dr. Gloria Fisher, President SBVC *Gloria Fisher 3-7-16*
FROM: Scott Stark, Vice President, Administrative Services *SS*
CC: Dr. Lisa Norman, Vice Chancellor of Human Resources
DATE: March 7, 2016
SUBJECT: Custodian, Maintenance and Operations Department PCN C123403

A Custodial position at San Bernardino Valley College is vacant due to the retirement of Marcial Cardenas in November 2015.

The position is critical to maintain a clean, safe, and functional campus. This position is funded with custodial general fund.

I request approval to fill this position.



REQUEST FOR ONE-TIME URGENT EMERGING NEEDS

FUNDING APPLICATION

Name: Marc Donnhauser Phone: (909) 384-8996

Dept. /Div.: STEM/Math Business CIT Position: Project Director

Total funds requested: \$4,250 Date requested to receive funds: 03/01/2016

Please provide a brief proposal of your request for funds and tell us how this request ties into the Strategic Planning goals (list the Strategic Planning goal number from the Strategic Planning document):

HSI STEM PASS GO purchased a golf cart using Title III funds to complete grant objectives. This cart when not in use was parked in the Applied Technology Division. On September 16, 2015 STEM was made aware that the cart was assumed to be stolen from the AT Division. Please approve funding for the cart to be replaced in order to complete our federal grant obligations. Thank you.

Has this item been submitted through the Needs Assessment process for Program Review? No

If **not**, please provide a brief explanation:

This is not a Program Review applicable item.



San Bernardino
Valley College

Please provide an itemized budget and indicate funding accounts for which funds should be routed:

Please see attached report.
Funds can be routed to account number :
01-50-15-9016-0159-6400.00-6199

I understand that this request is for one-time funding only.

Applicant's Signature: [Signature]

Date: 2/19/16

Division Dean/Supervisor Approval: [Signature]

Date: 02/19/2016

Appropriate Vice President's Approval: [Signature]

Date: 2/19/16

College Council use only: Recommendation

Date received: _____ Date of Committee Action: _____

Approve Deny Amount \$ _____

Comments:

President's Approval: _____ Date: _____

CLAIM FORM

TO: Attn: Business Services
San Bernardino Community College District
114 S. Del Rosa Drive
San Bernardino, CA 924108

1. Claims for death, injury to person, or to personal property must be filed not later than six (6) months after the occurrence (Govt. Code, Section 911.2)
2. Claims for damages to real property or breach of contract must be filed not later than one year after the occurrence (Govt. Code, Section 911.2)

<u>Albert Maniaol</u>		<u>909-384-8904</u>
Name of Claimant	DOB	Phone No.
<u>701 Mt. Vernon Ave.</u>	<u>San Bernardino</u>	<u>92410</u>
Address	City	Zip

WHEN did damage or injury occur? September 3, 2015

WHERE did damage or injury occur? Applied Technical Division

HOW and under what circumstances did damage or injury occur? Our Division was requested to be the designate "parking and storage" depot for the three golf carts purchased by the STEM program grant managed by Marc Donnhauser. On September 3, 2015 we noticed that one of the golf carts was not returned or parked in our area and was no where to be found.

WHAT particular action by the District or its employees caused the alleged damage or injury: (Include names of employees, if known) _____

WHAT sum do you claim: Include the estimated amount of any prospective loss insofar as it may be known at the time of the presentation of this claim, together with the basis of computation of the amount claimed; attach estimates or invoices, if possible. (If amount claimed exceeds \$10,000, no dollar amount shall be stated).

<u>EZ-GO Golf Cart</u>	<u>\$ 4,250</u>	
_____	\$ _____	
_____	\$ _____	
	Total Amount Claimed \$	<u>4,250</u>

If total amount claimed exceeds \$10,000, is this a Limited Civil case? Yes _____ No

NAMES and addresses of witnesses, doctors and hospitals: _____
Phuong Nguyen 701 Mt. Vernon Ave. San Bernardino, CA 92410

DATE: 10/22/2015 _____
Albert Maniaol
Signature of Claimant

NOTICE: Section 72 of the California Penal Code provides: "Every person who with intent to defraud, presents for payment to any School District any false or fraudulent claim, is guilty of a felony punishable by fine and/or imprisonment."

Crime / Incident (Primary, Secondary, Tertiary)
487 PC Grand Theft

Attempt	<input type="checkbox"/>	Occurred	Date	Time	Day
	<input type="checkbox"/>	On or From	09/16/2015		Wed
	<input type="checkbox"/>	To	09/16/2015		Wed
	<input type="checkbox"/>	Reported	09/16/2015	11:01	Wed

Location of Incident **701 S MT. VERNON AV, SAN BERNARINO, CA**

Cross Street _____ County **1**

Dispo "V" = Victim "RP" = Reporting Party "W" = Witness "S" = Suspect "O" = Other

V	Last, First, Middle (Firm if Business) SBVC,	Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone (909) 384-4400
Address 701 S MT. VERNON AV		DOB			DL Number			State CA	Work Phone ()
City, State, Zip Code SAN BERNARINO CA 92410		SSN			Local ID #		State #	FBI #	Cell Phone ()

RP	Last, First, Middle (Firm if Business) NGUYEN, PHUONG	Race V	Sex M	Age 44	HT 0	WT 0	Hair BLK	Eyes BRO	Home Phone (909) 384-8500
Address 701 S MT VERNON AV		DOB 10/08/1970			DL Number			State CA	Work Phone ()
City, State, Zip Code SAN BERNARINO CA 92410		SSN			Local ID #		State #	FBI #	Cell Phone ()

	Last, First, Middle (Firm if Business)	Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
Address		DOB			DL Number			State	Work Phone
City, State, Zip Code		SSN			Local ID #		State #	FBI #	Cell Phone

	Last, First, Middle (Firm if Business)	Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
Address		DOB			DL Number			State	Work Phone
City, State, Zip Code		SSN			Local ID #		State #	FBI #	Cell Phone

Synopsis: **On the above date and time, the reporting party Nguyen said one of the EZ-GO Golf Carts has been missing since September 3, 2015. Nguyen did not give anyone permission to take the golf cart. The golf cart is estimated an approximate \$ 4,000.**

S O L V A B I L I T Y	Continuation Attached : <input type="checkbox"/>	PropertyList Attached : <input checked="" type="checkbox"/>			
	UCR : 06XI	Press Release : <input type="checkbox"/>	Domestic Violence Case : <input type="checkbox"/>		
	Gang Related : N	Hate Crime : <input type="checkbox"/>	Victim Senior Citizen : <input type="checkbox"/>		
	Pursuit : <input type="checkbox"/>	Force Used : <input type="checkbox"/>	Child Abuse : <input type="checkbox"/>		
	County Code :		Disposition : OPEN		
	Agency ORI # CA36390X		Connecting Case #		
			CAD/CFS Event #		
	Assigned To : Gina Gonzalez Date : _____				

Officer ID : Gina Gonzalez	G005	Reviewed By : Kenny Stills	Approved : YES	Date : 09/17/2015
-----------------------------------	-------------	-----------------------------------	-----------------------	--------------------------



Crime / Incident (Primary) 487 PC Grand Theft	Attempt <input type="checkbox"/>	Property Report
---	-------------------------------------	------------------------

Item #	Tag #	Article	Brand	Model	Serial No. (or Drug Type)	OAN	UCR
1		GOLF CART	EZ GO CART		2731079	0036313 ASSET#	K
Description EZ-GOLF CART PO#151597					<input checked="" type="checkbox"/> Stolen Value 4000	<input type="checkbox"/> Evidence Value 0	
					<input type="checkbox"/> Recovered Value 0	<input type="checkbox"/> Safekeeping Value 0	
Location Seized						<input type="checkbox"/> Damaged Value 0	
Owner SBVC,				Owner Address 701 S MT. VERNON AV SAN BERNARINO CA 92410			

Item #	Tag #	Article	Brand	Model	Serial No. (or Drug Type)	OAN	UCR
Description					<input type="checkbox"/> Stolen Value	<input type="checkbox"/> Evidence Value	
					<input type="checkbox"/> Recovered Value	<input type="checkbox"/> Safekeeping Value	
Location Seized						<input type="checkbox"/> Damaged Value	
Owner				Owner Address			

Item #	Tag #	Article	Brand	Model	Serial No. (or Drug Type)	OAN	UCR
Description					<input type="checkbox"/> Stolen Value	<input type="checkbox"/> Evidence Value	
					<input type="checkbox"/> Recovered Value	<input type="checkbox"/> Safekeeping Value	
Location Seized						<input type="checkbox"/> Damaged Value	
Owner				Owner Address			

Item #	Tag #	Article	Brand	Model	Serial No. (or Drug Type)	OAN	UCR
Description					<input type="checkbox"/> Stolen Value	<input type="checkbox"/> Evidence Value	
					<input type="checkbox"/> Recovered Value	<input type="checkbox"/> Safekeeping Value	
Location Seized						<input type="checkbox"/> Damaged Value	
Owner				Owner Address			

Item #	Tag #	Article	Brand	Model	Serial No. (or Drug Type)	OAN	UCR
Description					<input type="checkbox"/> Stolen Value	<input type="checkbox"/> Evidence Value	
					<input type="checkbox"/> Recovered Value	<input type="checkbox"/> Safekeeping Value	
Location Seized						<input type="checkbox"/> Damaged Value	
Owner				Owner Address			

Item #	Tag #	Article	Brand	Model	Serial No. (or Drug Type)	OAN	UCR
Description					<input type="checkbox"/> Stolen Value	<input type="checkbox"/> Evidence Value	
					<input type="checkbox"/> Recovered Value	<input type="checkbox"/> Safekeeping Value	
Location Seized						<input type="checkbox"/> Damaged Value	
Owner				Owner Address			

Officer ID : Gina Gonzalez	G005	Reviewed By : Kenny Stills	Approved : YES	Date : 09/17/2015
-----------------------------------	-------------	--------------------------------------	--------------------------	-----------------------------



SAN BERNARDINO COMMUNITY COLLEGE POLICE DEPARTMENT	Page	3	Case No.	15-326	
	Crime / Incident (Primary) 487 PC Grand Theft			Type: FELONY	Seq: 1
			Attempt	<input type="checkbox"/>	
Narrative Report					

On Wednesday, September 16, 2015, At approximately 0800 hours, I was assigned to work uniform patrol for the San Bernardino Community College District Police Department, covering Valley College Campus in a marked patrol unit.

At approximately 1200 hours, I was dispatched to the Tech Building in reference to a stolen golf cart.

I arrived at the Tech Building and made contact with the reporting party Phuong Nguyen.

*The following is a summary of Nguyen's statement;
Phuony Ngyuen DOB 10/08/70*

Nguyen told myself and Officer Carlos, an EZ-GO Golf Cart has been missing since September 3, 2015. The golf cart was parked in front of the gated open-air section at the Tech Building Courtyard. The golf cart keys are accounted for per Nguyen. Nguyen did not give anyone permission to take the golf cart. According to Nguyen the Stem and Math Staff are the only ones allowed to drive the golf cart. Nguyen said he checked several locations to see if another department borrowed the golf cart but was unable to locate it.

Nguyen described the golf cart as being white in color with beige seats. (see photo). On the golf cart there is a number 9 sticker placed on the left rear panel. Nguyen said he does not have a serial number or any other identification numbers for the golf cart at this time. Nguyen will contact the Stem Staff to possibly retrieve a serial number. Nguyen said he would email me at a later time with further information. There are no known subjects at this time. No further info.

Estimated Value of Golf Cart \$ 4,000.

At a later time, I will attempt to view surveillance footage for the above list date in order to locate any suspect(s).

Disposition:

Case Pending Any Further Leads.

Officer ID: Gina Gonzalez	G005	Reviewed By: Kenny Stills	Approved: YES	Date: 09/17/2015
---------------------------	------	------------------------------	------------------	---------------------



**San Bernardino Community College Dist.
Purchasing Requisition**

Requisition Type	: Vendor	: No
Requisition Number	: 501765	: 08/19/2014
Purchase Order Number	: 151597	: 09/03/2014
Requestor's Position	: C137302-VC Acct, Title V	: Marc Donnhauer
Location	: SBVC	: Mathematics Dept
Room	: Equipment & Furniture	: Girija Raghavan
Description		: 6400 Equipment Goods/Services

Vendor Information

Number	: 000182-01	Contact Name	: BESTGOLFCARTSINC@GM
Name	: BEST GOLF CARTS INC	AIL.COM	
Address 1	: PO BOX 298	Phone	: (909) 873-8444
Address 2		Fax	: (909) 873-8224
Address 3		Pager	: (000) 000-0000
City, State, Zip	: BLOOMINGTON, CA 92316-0000	E-mail	
		Suggested Vendor/Chgs	

Confirmation Code	:	Payment Terms	:
Bid	:	Contract	:

Additional Information

Special Instructions : DIRECT PAYMENT INQUIRIES TO (909) 382-4024. EMAIL INVOICES TO RHONDA PRATER AT RPRATER@SBCCD.CC.CA.US

Additional Instructions : PURCHASE ORDER NUMBER MUST BE NOTED ON ALL PACKAGES/BOXES AND PACKING SLIPS

Shipping Information

Ship To	:	Contact	:
Address 1	:	Phone	:
Address 2	:	Fax	:
Address 3	:		:
City, State, Zip	:	Freight On Board	:
Ship Via	:		:

**San Bernardino Community College Dist.
Purchasing Requisition**

Delivery Instructions : TRUCKS MUST NOT EXCEED 28 FT BY 96 IN.
Additional Information :

Receiving Information

Receiving Instructions :
Additional Instructions :

Item Information

Item Line Number	Quantity	Unit	Item Number	Description	Compliance Code	Unit Cost	Extended Cost*	Account Line Number
1	3	EA		2010 EZ-GO cart w/head, tail & brake lights, windshield, new batteries, new tires, rear fold down seat, wink mirror and charger.		4250.00	13770.00	All

Sub-Total** : 12750.00
Taxes : 1020.00
Shipping & Handling : 0.00
Additional Charges : 0.00
Total Requisition Amount : 13770.00

* Extended Cost includes all discounts, taxes, shipping/handling & additional costs. ** Sub-Total includes all discounts.

Account Information

Account Line Number	Fu-Ls-Si-Pgm-SubP-Obj.-Type	Amount Charged
1	01-50-15-9016-0159-6400.00-6199	13770.00

Total Amount Charged : 13770.00

Approval Information

User Name	Action	Action Date
Girja Raghavan	Requisition Sent for Approval (VC Director, HSI STEM PassGo)	8/19/2014 5:07:58 PM
Marc Donnhauser	Requisition Approved - Sent to Next Approver (VC Dean Math, Bus, Comp Tech)	8/25/2014 11:52:04 AM
Henry Hua	Requisition Approved - Sent to Next Approver (VC Director, Grant Development & Mgmt)	8/26/2014 10:39:36 AM
Kathleen Rowley	Requisition Approved - Sent to Next Approver (VC Adm Asst II, President)	8/28/2014 9:14:14 AM

**San Bernardino Community College Dist.
Purchasing Requisition**

Debra Gallagher	Requisition Approved - Sent to Next Approver (VC President)	8/28/2014 3:00:57 PM
Gloria Fisher	Requisition Approved - Sent to Next Approver (PO Creator)	8/28/2014 5:01:28 PM
PO Creator PO Creator	Requisition Approved - Sent to Next Approver (Purchasing Agent)	8/29/2014 2:25:17 PM
Jason Oberhelman	Requisition Approved - Sent to Next Approver (Business Manager)	8/29/2014 3:48:11 PM
Steve Sutorus	Requisition Approved (PO Creator)	9/2/2014 5:01:49 PM
PO Creator PO Creator	Requisition Created into Purchase Order #151597	9/3/2014 8:30:39 AM

AGENDA

- 01 > Current Direction – Internal Scan**
- 02 > External Scan – What’s Out There**
- 03 > Disconnects**
- 04 > Next Steps**
- 05 > Recommendations**



SAN BERNARDINO VALLEY COLLEGE 2016 EDUCATIONAL AND FACILITIES MASTER PLANS

WORKSHOP FOUR
> ORGANIZE, SHARE, + LEARN

MARCH 9, 2016

AGENDA

- 01 > Current Direction – Internal Scan
- 02 > External Scan – What's Out There
- 03 > Disconnects
- 04 > Next Steps
- 05 > Recommendations

Mission Statement:

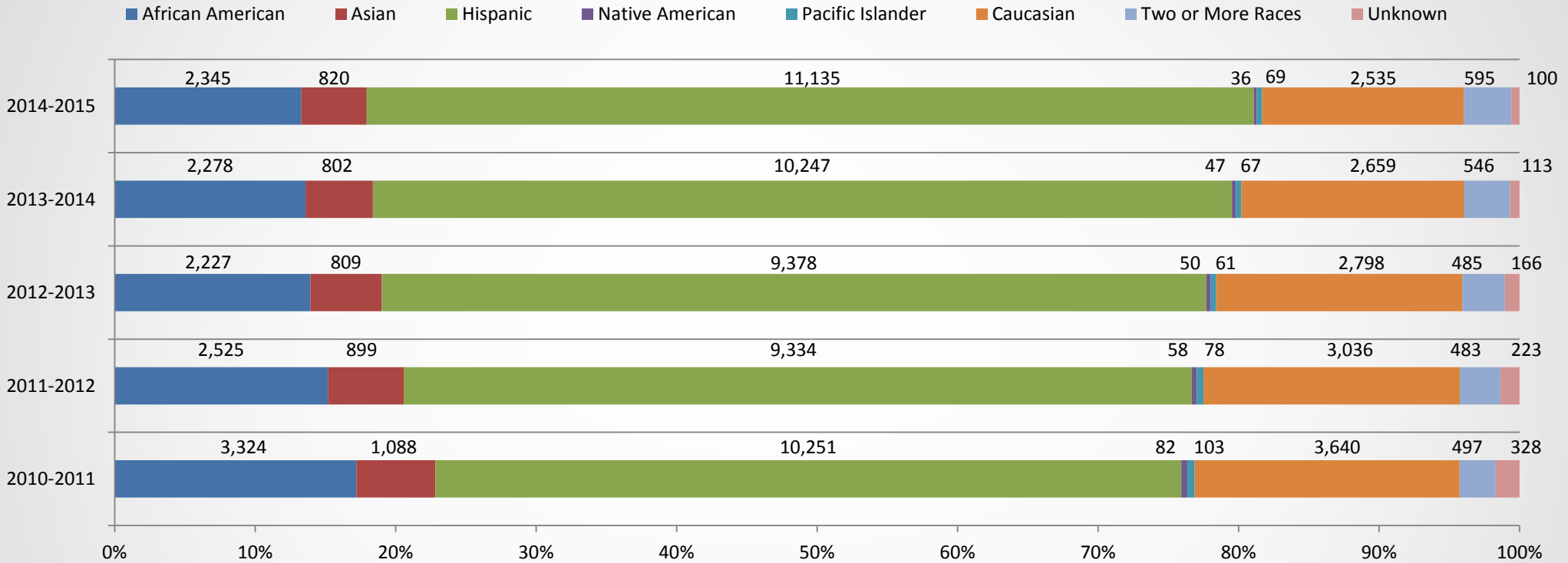
San Bernardino Valley College provides quality education and services that support a diverse community of learners.

Given that...

Current Direction: Who is Your Community?

- 63% of SBVC's students in 2014-15 were Hispanic.
- 52.5% of the regional population in 2014-15 were Hispanic

Unduplicated Enrollment (UE) By Race/Ethnicity



2010-11 to 2014-15

- Hispanics increased from accounting for 53.1% of students to 63.1% (884 students)
- Caucasians decreased from being 18.8% of students to 14.4% (-1,105 students)
- African Americans decreased from being 17.2% of students to 13.3% (-979 students)

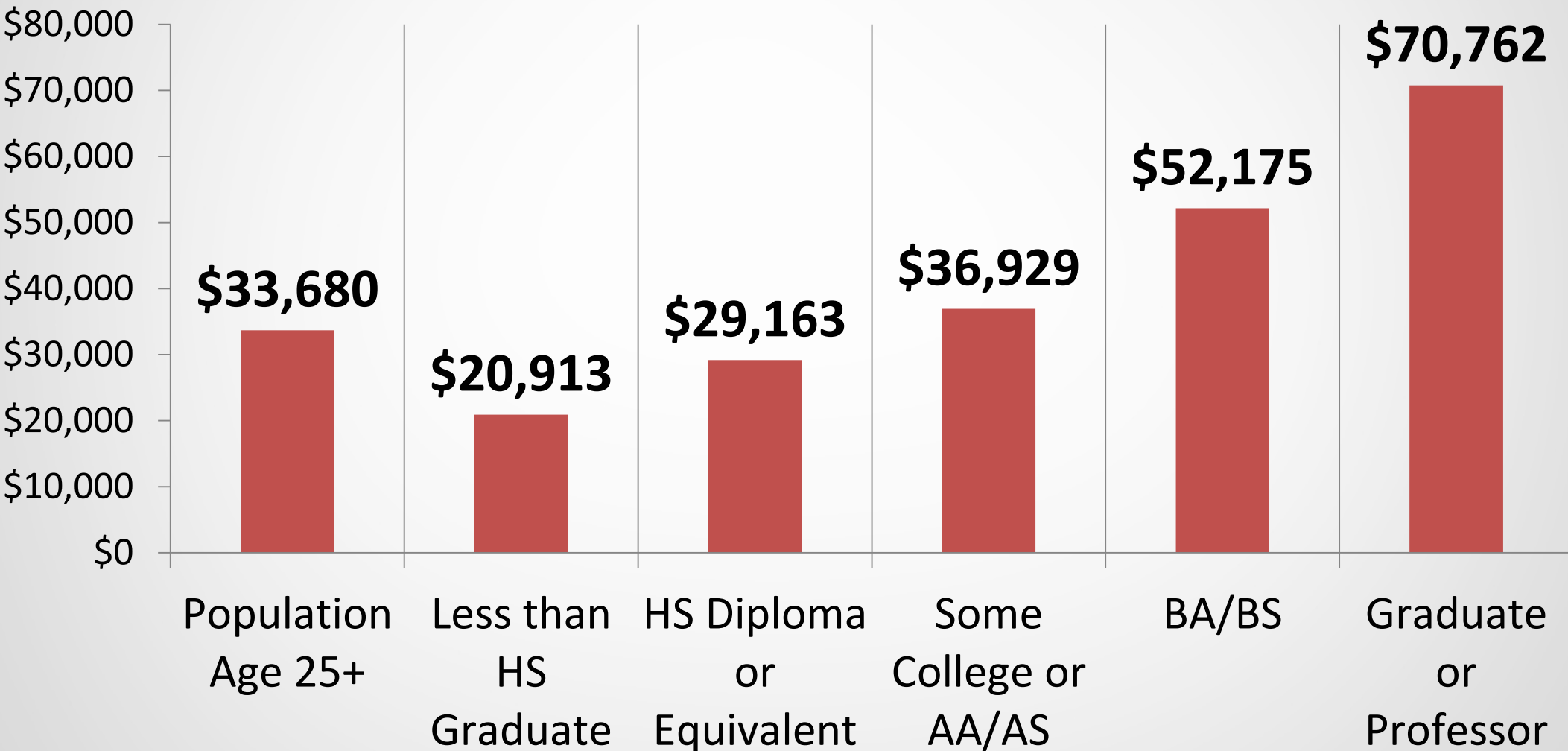
Demographics by Race/Ethnicity Contextualized Service Area

- 822,776 residents are Hispanic – roughly 58% of population
- Over 3x as many Hispanics as national percentage
- Percentage population of Whites below national percentage

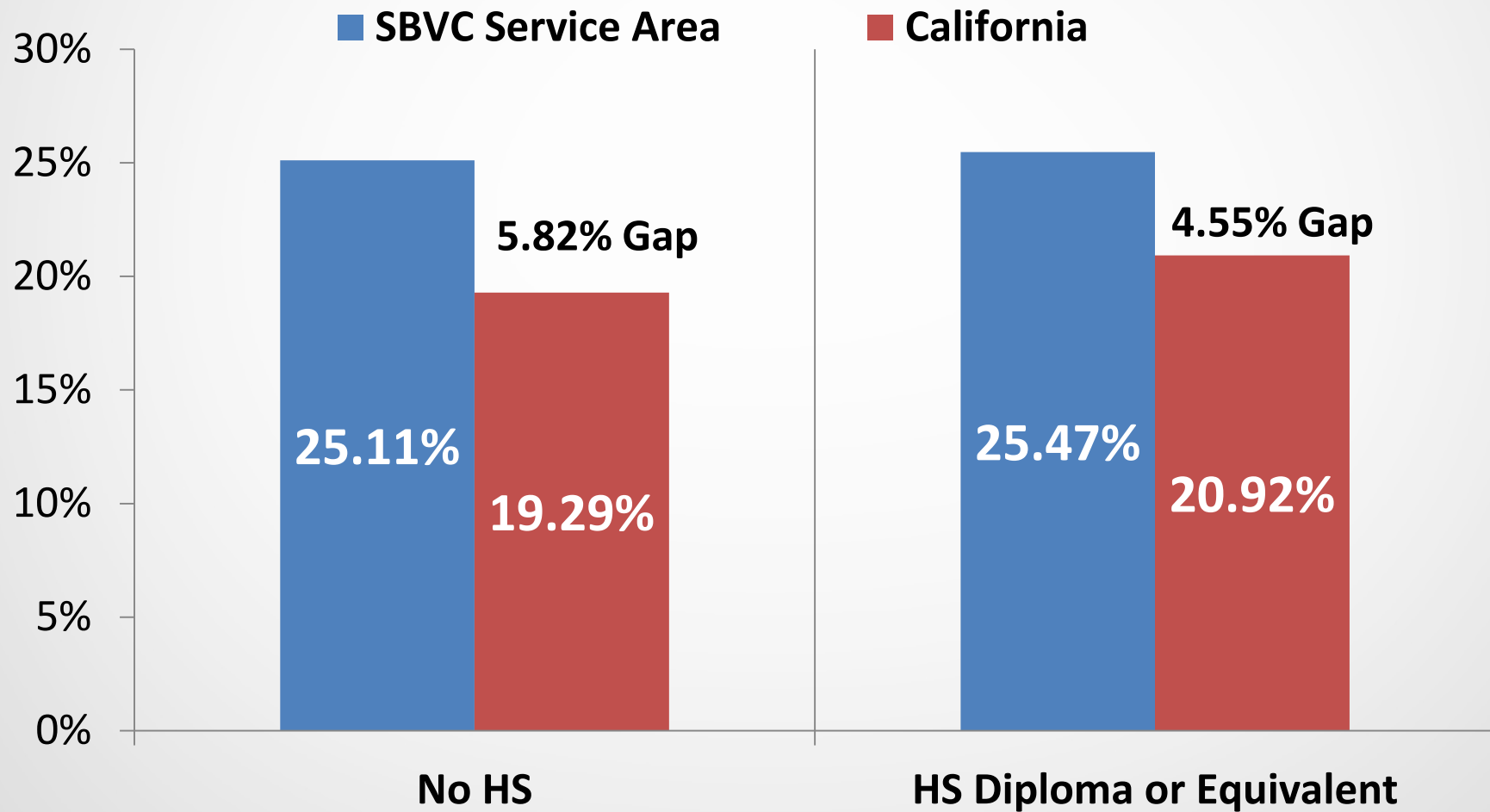
Regional

- 2,276,693 residents are Hispanic – roughly 50% of population
- Nearly 3x as many Hispanics as national percentage
- Percentage population of Whites below national percentage

Regional Median Income by Educational Attainment (2009-2013 5-Year Estimates)



Current Direction: Who is Your Community?



Population Age 25 or Older by Educational Attainment

SBVC Reality: Basic Skills

We believe that strengthening the programs and services for unprepared and underprepared students is vital to the future of the Inland Empire.

Consider the following...

SBVC Reality: Basic Skills

Underprepared students were a primary concern of faculty and deans during the recent EMP interviews. 13 faculty chairs (more than half) were career education faculty.

SBVC Reality: Basic Skills

The effectiveness of prerequisites and assessment tests was a frequent topic for discussion in the interviews.

SBVC Reality: Basic Skills

Employers routinely consider the education levels of local residents when considering where to locate their businesses.

SBVC Reality: Basic Skills

Employers want employees who are competent in reading, written and oral communication, math, and job-related skills

SBVC Reality: Basic Skills

The growing Hispanic population, many of whom have limited English proficiency, reflect the need for ESL and basic skills.

SBVC Reality: Basic Skills

The recent severe recession led to a drop in funding for adult education programs, estimated to serve at least 800,000 students.

SBVC Reality: Basic Skills

Top Five	English	Math	
Foothill	66%	Foothill	52%
South Orange County	63%	Lake Tahoe	51%
Chabot-Las Positas	56%	Ohlone	46%
Coast	54%	Sonoma	44%
Pasadena	54%	Santa Barbara	44%

Bottom Five	English	Math	
Rancho Santiago	39%	Marin	29%
MiraCosta	39%	El Camino	28%
Copper Mountain	38%	Merced	28%
San Bernardino	38%	Feather River	28%
Rio Hondo	37%	Yuba	27%

➤ The chart reflects the % of students enrolled in English and/or math courses below transfer level in 2008-09 who subsequently completed a college-level course in the same discipline.

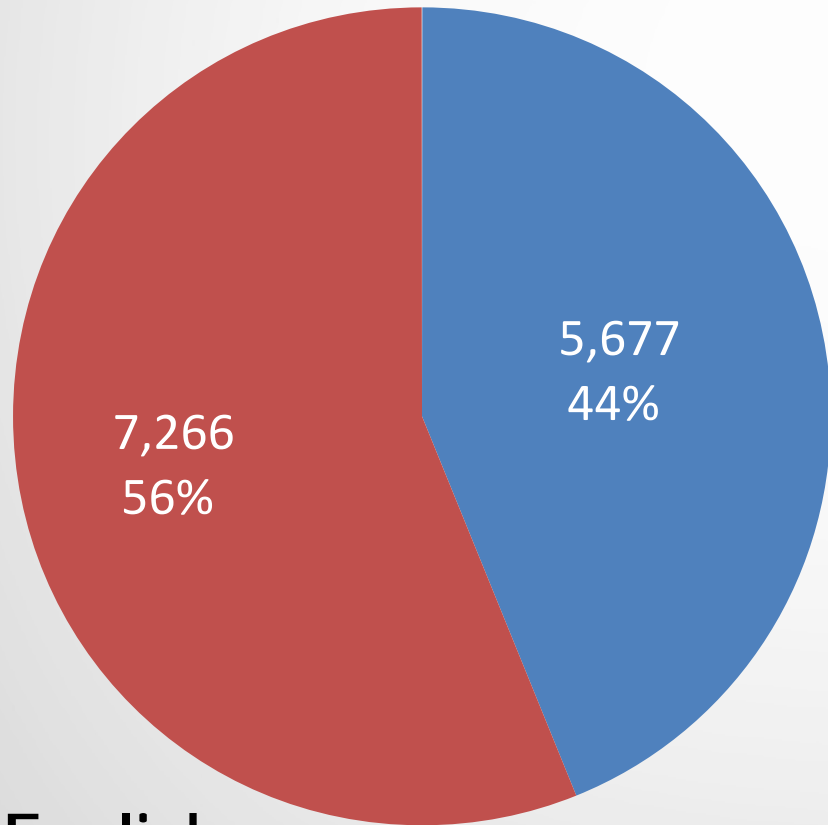
Source: Governor's Budget Summary 2016-17

Statewide 43% Statewide 31%

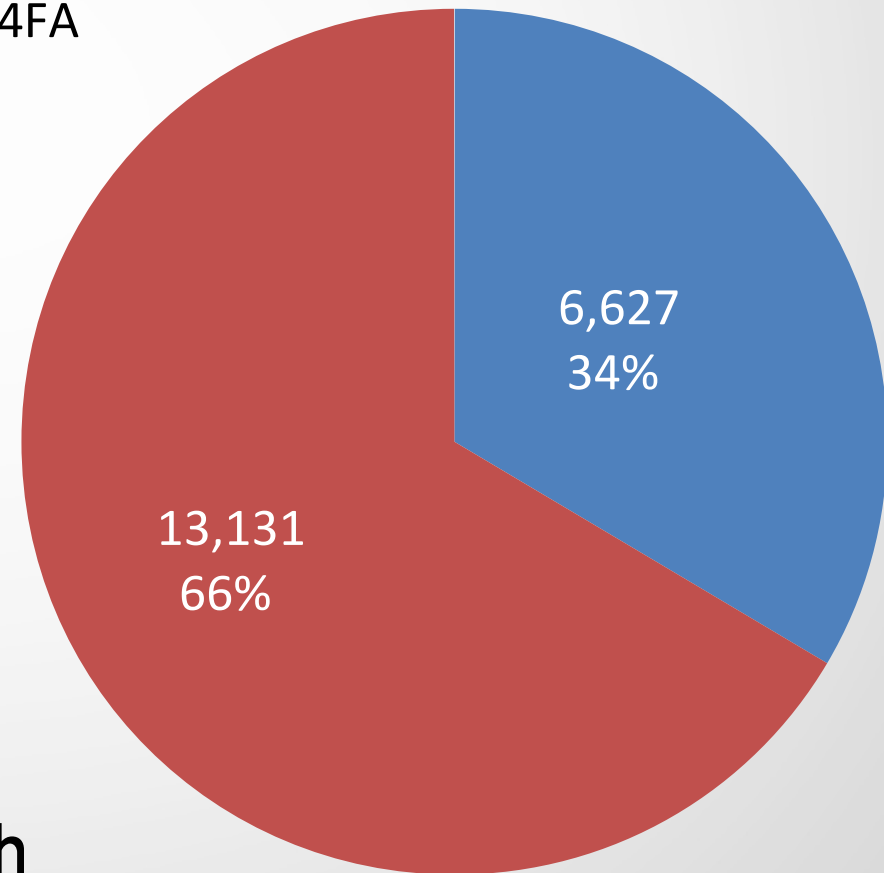
SBVC Reality: Basic Skills

- WSCH Generated by College-Level English 2014FA
- WSCH Generated by Remedial English 2014FA

- WSCH Generated by College-Level Math 2014FA
- WSCH Generated by Remedial Math 2014FA



English



Math

Current Direction: Who is Your Community?

% of Students Who Did Not Meet CAASPP Standards		
HS	English	Math
Colton	65%	86%
Pacific HS	66%	83%
Cajon	44%	74%
San Geronio	53%	81%
Arroyo Valley	54%	84%
San Bernardino HS	60%	82%
Rialto	60%	79%
Eisenhower Senior HS	51%	77%
Middle College HS	2%	28%
Wilmer Amina	49%	84%
Bloomington HS	57%	80%
Grand Terrace	42%	86%

Top 10 Feeder HS to SBVC
 ➤ Constituted 56.63% of First Time College Enrollment in Fall 2014

Employees By Age (Start of Fall Term)

Employee Age by Fall Term					
	2010FA	2011FA	2012FA	2013FA	2014FA
18-34	112	95	89	84	85
35-39	71	66	69	64	77
40-44	90	85	91	96	96
45-49	103	77	89	94	97
50-54	121	111	113	98	98
55-59	117	125	123	128	118
60-64	86	70	76	77	89
65-69	44	44	48	43	51
70+	20	24	26	26	36

Fall 2014

- 176 employees were 60+ years old (23.6%) and may be anticipated to retire within 0-5 years
- 216 employees were 50-59 years old (28.9%) and may be anticipated to retire within 5-15 years

SBVC Reality: Staffing Needs

Within the next 3-7 years, SBVC may expect to lose from retirement..

- 41% of its educational administrators
- 22% of its full-time faculty
- 30% of its classified support staff

Source: *San Bernardino Community College District Three Year Staffing Plan*

SBVC Reality:

Degrees Awarded	2010-11	2011-12	2012-13	2013-14	2014-15
Associate Degrees	598	726	816	983	981
SBVC Total	964	1,070	1,225	1,390	1,328
Proportion of Total	62.03%	67.85%	66.61%	70.72%	73.87%

- The number and proportion of degrees awarded has been increasing

Current Direction:

Certificates Awarded	2010-11	2011-12	2012-13	2013-14	2014-15
Certificates	366	344	409	407	347
SBVC Total	964	1,070	1,225	1,390	1,328
Proportion of Certificates Awarded	37.97%	32.15%	33.39%	29.28%	26.13%

- Number of Certificates Awarded has decreased since 2010-11
- Proportion of Certificates Awarded has decreased since 2010-11

Current Direction: Number of Students Transferred by Year

Year	Students
2009-10	608
2010-11	693
2011-12	720
2012-13	556
2013-14	695

- Overall Positive Increase in Number of Students Transferred Since 2009-10 School Year

Leading Service Area Employment by Industry

- Health Care & Social Assistance – 64,187 Jobs (17.05% of Total)
- Government – 49,239 Jobs (13.08% of Total)
- Retail Trade – 46,775 Jobs (12.42% of Total)
- Accommodation & Food Services – 33,901 Jobs (9% of Total)
- Transportation & Warehousing – 32,703 Jobs (8.69% of Total)

Leading Regional Employment by Industry

- Government – 230,576 Jobs (17.32% of Total)
- Health Care & Social Assistance – 171,743 Jobs (12.9% of Total)
- Retail Trade – 170,217 Jobs (12.78% of Total)
- Accommodation & Food Services – 133,092 Jobs (9.99% of Total)
- Administrative, Support, Waste Management, and Remediation Services – 98,030 Jobs (7.36% of Total)

External Scan: Job Considerations

For every job created, there will be an increased demand for associated supporting positions. For example..

- Mechanics for Truck Drivers
- Maintenance Workers for Warehouses
- Administrative and Support Personnel for Medical Positions

WORKSHOP
FOUR

External Scan: Where is the Job Growth?

Occupation Description	2016 Jobs	2025 Jobs	2016 - 25 Change	Annual Openings	Regional Completions (2014)	Completion Gap
Medical Professions Total	55,131	66,047	10,917	2,474	7,190	(4,716)
Business Professionals Total	43,637	50,295	6,660	1,697	10,641	(8,944)
Education Professions Total	47,646	51,355	3,710	1,513	1,766	(253)
Heavy and Tractor-Trailer Truck Drivers	27,146	32,055	4,909	1,023	0	1,023
Dental Assistants	5,005	5,630	625	181	887	(706)
Firefighters	3,531	3,813	282	132	96	36
Human Resources Specialists	3,592	4,080	488	124	34	90
Recreation Workers	4,077	4,676	599	119	162	(43)
Cost Estimators	2,391	2,697	306	118	3,494	(3,376)
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	2,877	3,228	351	116	287	(171)
First-Line Supervisors of Production and Operating Workers	5,084	5,315	231	107	0	107

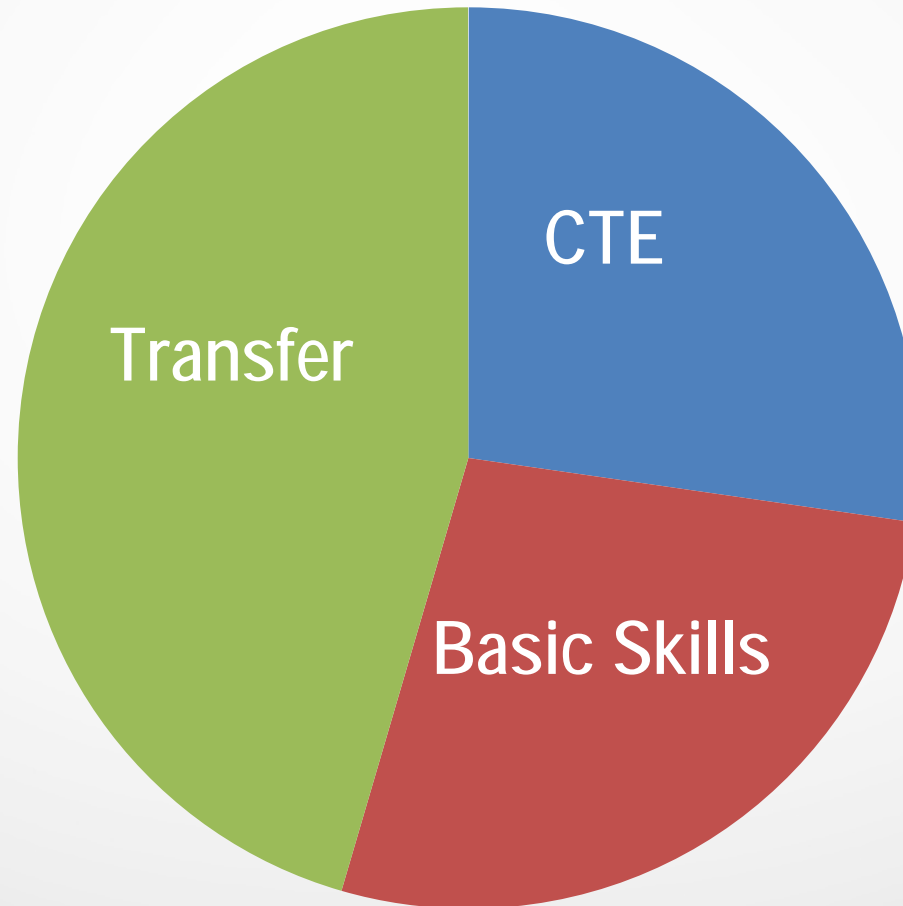
WORKSHOP FOUR

External Scan: Where are the Job Opportunities?

Occupation Description	2016 Jobs	2025 Jobs	2016 - 2025 Change	Annual Openings	Regional Completions (2014)	Completion Gap
Heavy and Tractor-Trailer Truck Drivers	27,146	32,055	4,909	1,023	0	1,023
Accountants and Auditors	7,781	9,098	1,317	398	122	276
Substitute Teachers	13,274	13,855	581	296	27	269
Elementary School Teachers, Except Special Education	16,733	18,363	1,630	569	357	212
First-Line Supervisors of Production and Operating Workers	5,084	5,315	231	107	0	107
Human Resources Specialists	3,592	4,080	488	124	34	90
Financial Managers	4,016	4,434	418	126	52	74
Securities, Commodities, and Financial Services Sales Agents	2,018	2,177	159	66	1	65
Telecommunications Equipment Installers and Repairers, Except Line Installers	2,188	2,454	266	62	0	62

Is there a Disconnect? This is what the Split is Currently

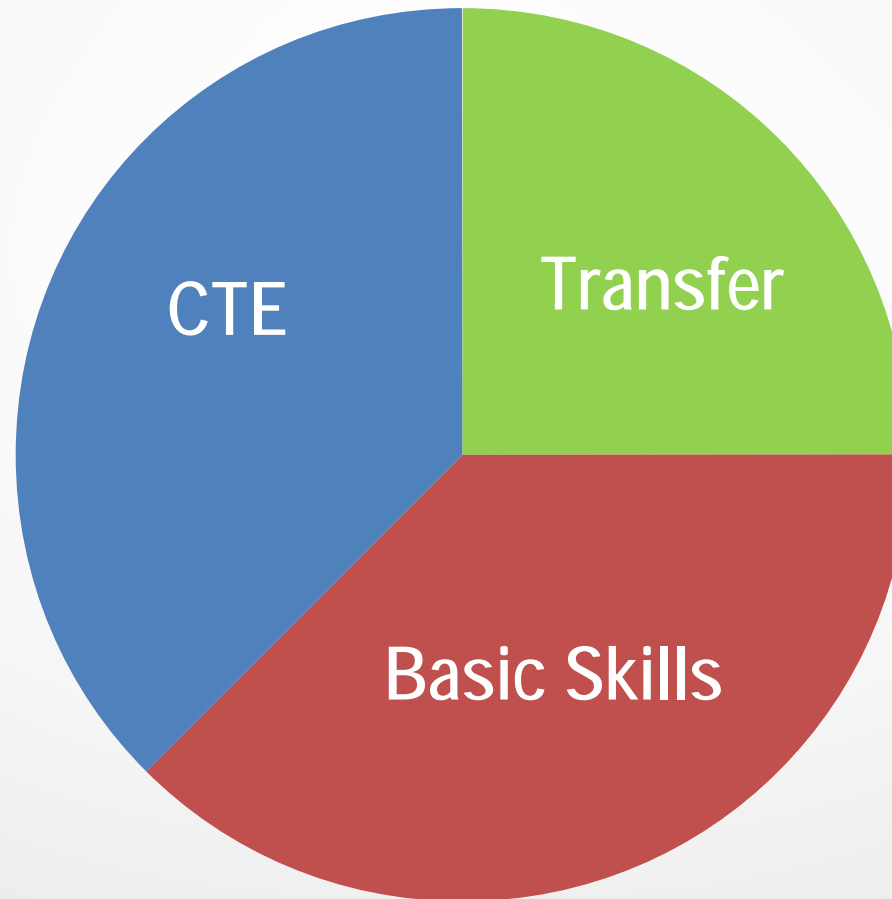
➤ How would SBVC change if career education and basic skills became a primary focus?



Is there a Disconnect?

Data Suggests that the Split Should Shift

- Not so much as changing the needle, but sharpening the focus of existing resources.



Is there a Disconnect?

What is the primary driver?

1. Status Quo
2. Faculty Desires
3. Community & Student Needs

Next Steps: Tools for Evaluating Program Viability

- How Do We Measure Success?
- Space Utilization
- WSCH/Utilization Analysis
- WSCH/FTEF (Productivity)
- Demand – As measured by Data
- Cost of Resources (Faculty, Facilities, etc.)

WORKSHOP
FOUR

Next Steps: SBVC Branding

“San Bernardino Valley College is the #1 institution in the Inland Empire for general & specific job-readiness training.”

Recommendations:

- Expand the definition of career technical education to include all certificates & degrees with a clear path to employment.
- Define occupational paths in sectors with high likelihood of long term job growth and that offer increased income for increased training.
- Determine the basic education levels and skills needed for each of those jobs.
- Define/Redefine student success.

Recommendations:

- San Bernardino Valley College assumes a leadership role in the restructuring of adult and non-credit education in the region, offering more basic skills and ESL curriculum.
- Curriculum between high schools, adult education centers, and SBVC will be articulated with an emphasis on clear career paths.

COLLEGE COUNCIL VOTING RECORD TRACKING

DATE: March 9, 2016

COLLEGE COUNCIL MEMBERS	MOTION Approval of 2/24/16 Minutes	MOTION Approval of the Replacement of the Custodian Position– VPAS Office	MOTION One Time Emerging Needs – HSI STEM PASS GO Golf Cart Replacement \$4,250.00	MOTION Approval of the HVAC/R Full-Time Faculty Position – VPI Office	MOTION <u>Re-Vote</u> Approval of 2/24/16 Minutes	MOTION <u>Re-vote</u> Approval of the Replacement of the Custodian (Marcial Cardenas) Position– VPAS Office	MOTION
	No Quorum	No Quorum	Motion Failed	Motion Carried	Motion Carried	Motion Carried	
Gloria Fisher	Aye	Aye	No	Aye	Aye	Aye	
Jeremiah Gilbert	Absent	Absent	Absent	Absent	Absent	Absent	
Dave Bastedo	Absent	Absent	Absent	Absent	Absent	Absent	
Aaron Beavor	Absent	Absent	No	Aye	Aye	Aye	
Lorrie Burnham	Aye	Aye	No	Aye	Aye	Aye	
Marco Cota	Absent	Absent	Absent	Absent	Absent	Absent	
Paula Ferri-Mulligan	Aye	Aye	No	Aye	Aye	Aye	
Rania Hamdy	Absent	Absent	Absent	Aye	Aye	Aye	
Leticia Hector	Absent	Absent	No	Aye	Aye	Aye	
Rick Hrdlicka	Aye	Aye	No	Aye	Aye	Aye	
Henry Hua, Acting VPI for Haragewen Kinde	Aye	Aye	Abstention	Aye	Aye	Aye	
Diane Hunter	Absent	Absent	Abstention	Aye	Aye	Aye	
Celia Huston	Aye	Aye	No	Aye	Aye	Aye	
Sarah Miller	Absent	Absent	Absent	Absent	Absent	Absent	
Ricky Shabazz	Aye	Aye	Abstention	Aye	Aye	Aye	

James Smith	Absent	Absent	Absent	Absent	Absent	Absent	
Scott Stark	Aye	Aye	No	Aye	Aye	Aye	
Linda Subero	Absent	Absent	Absent	Absent	Absent	Absent	
Kay Weiss	Absent	Absent	No	Aye	Aye	Aye	

(19 members)

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE 3-9-16

MEMBERS NAME <small>(FIRST NAME/LAST NAME)</small>	MOTION:	MOTION:	MOTION:	MOTION:	MOTION:
PLEASE PRINT President <u>Fisher</u>	Approval of 2-24-16 minutes	Approval of the constitution petition	One-time Energy Needs - Golf Club	Re-vote Approval of 2-24-16 minutes	Re-vote Approval of the constitution petition
<u>[Signature]</u> First					
Second					
AYES	X	X	X	X	X
NOES					
Abstentions					
Absent					
Motion Carried or Failed					

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE 3-9-16

MEMBERS NAME (FIRST NAME/LAST NAME) PLEASE PRINT	MOTION:	MOTION:	MOTION:	MOTION:	MOTION:
<u>Aaron Beavor</u>	For cart	H vas	Min Min for 24 TH	Custial Custial Position	
First					
Second					
AYES	X	X	X	X	
NOES	X				
Abstentions					
Absent					
Motion Carried or Failed					

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE March 9, 2016

MEMBERS NAME (FIRST NAME/LAST NAME) PLEASE PRINT	MOTION:	MOTION: \$4250.00 funds for Golf cart.	MOTION: replacement HVAC Position	MOTION: Minutes	MOTION:
Lorrie Burnham	Apprise new Custodian			✓	
First					
Second					
AYES	✓		✓	✓	
NOES		✓			
Abstentions					
Absent					
Motion Carried or Failed					

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE 3-9-16

MEMBERS NAME (FIRST NAME/LAST NAME) PLEASE PRINT	MOTION:	MOTION:	MOTION:	MOTION:
<u>Paula</u>	Minutes	Custodial	Golf Cart	HVAC
_____	First			
_____	Second			
<u>AYES</u>	✓	✓	✓	✓
<u>NOES</u>				
Abstentions				
Absent				
Motion Carried or Failed				

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

Karina Hunsy

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE March 9

MEMBERS NAME (FIRST NAME/LAST NAME) PLEASE PRINT	MOTION:	MOTION:	MOTION:	MOTION:
	Mur,	Cust.	hvac	

First				
Second				
AYES	l	l		
NOES				
Abstentions				
Absent				
Motion Carried or Failed				

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE 3-9-16

MEMBERS NAME (FIRST NAME/ LAST NAME) PLEASE PRINT	MOTION:	MOTION:	MOTION:	MOTION:
Leticia Hector	Minutes	Custodial	Golf Cart	HVAC
First				
Second				
AYES	✓	✓		✓
NOES	None	None	✓	
Abstentions	None	None	None	
Absent				
Motion Carried or Failed				

LATE ARRIVAL TIME: 1:10

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE 3/9/16

MEMBERS NAME (FIRST NAME/LAST NAME) PLEASE PRINT	MOTION:	MOTION:	MOTION:	MOTION:
Rick	M. Minutes 2/24	Custodial	STEM Court	HUAC
Hrdlicka	[Signature]	[Signature]	.	
First				
Second				
AYES	X	X		X
NOES			X	
Abstentions				
Absent				
Motion Carried or Failed				

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE 3-9-16

MEMBERS NAME (FIRST NAME/ LAST NAME) PLEASE PRINT	MOTION:	MOTION:	MOTION:	MOTION:	MOTION:
<u>Harry Hua</u>	Minutes minutes	Custodial Vacancy vacancy	Golf Cart Emerging Needs	HVAC	Revote for minutes
First					revote for Custodial
Second					NO ✓ Custodial (Minutes)
AYES	✓	✓		✓	✓
NOES					
Abstentions			✓		
Absent					
Motion Carried or Failed					

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE 3-9-15

MEMBERS NAME (FIRST NAME/LAST NAME) PLEASE PRINT LEWIS <u>HUSTON</u>	MOTION: minutes	MOTION: minutes	MOTION: minutes	MOTION: minutes	MOTION:
First					
Second					
AYES	(11) X2	(11) X2		(11)	(11)
NOES					
Abstentions					
Absent					
Motion Carried or Failed					

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

Ricky Shabazz

VOTING RECORD – COLLEGE COUNCIL MEETING – DATE 3/9

MEMBERS NAME (FIRST NAME/LAST NAME) PLEASE PRINT	MOTION:	MOTION:	MOTION:	MOTION:
Ricky Shabazz	Notes	Vacancy Scott	Emergency needs	Cart HVAC
First				
Second			X	
AYES	X	X		X
NOES				
Abstentions				X
Absent				
Motion Carried or Failed				

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

VOTING RECORD -- COLLEGE COUNCIL MEETING -- DATE 3/9/16

MEMBERS NAME (FIRST NAME/LAST NAME) PLEASE PRINT	MOTION: #1 5 minutes minutes	MOTION: #2 controversial	MOTION: #3 cost cut	#4 HWRP	MOTION: #5 minutes Repeat	MOTION: #6 minutes Repeat
<u>SCOTT STARK</u>				X		
_____	First			X		
	Second					
	AYES	X		X	X	
	NOES		X			
	Abstentions					
	Absent					
	Motion Carried or Failed					

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

VOTING RECORD -- COLLEGE COUNCIL MEETING -- DATE 3/9

MEMBERS NAME (FIRST NAME/ LAST NAME) PLEASE PRINT	MOTION:	MOTION:	MOTION:	MOTION:	MOTION:
<u>Kay W</u>	replace card	hire HVAC Position	Member Approach re vote	replace custodian	
First	<u>Kay</u>				
Second					
AYES	✓	✓	✓	✓	
NOES	✓				
Abstentions					
Absent					
Motion Carried or Failed					

LATE ARRIVAL TIME: _____

DEPARTURE TIME, IF PRIOR TO END OF MEETING: _____

PLEASE COMPLETE AND PLACE IN FOLDER ON FRONT TABLE "VOTING RECORDS-COMPLETED" AT END OF MEETING

COLLEGE COUNCIL MEETING – SIGN IN

DATE: March 9, 2015

TIME: 1:00PM – 3:30 PM

LOCATION: President's Conference Room ADSS-207

NAME	DEPARTMENT	SIGNATURE
- Gloria Fisher	President (Chair)	Present
Jeremiah Gilbert - A	Academic Senate President (Co-Chair & Academic Senate)	
Dave Bastedo - A	Faculty, Science (Technology)	
- Aaron Beavor	Classified Senate President (Classified Senate)	A. Beavor
- Lorrie Burnham	Faculty, Biology (Co-Chair Facilities & Safety)	Lorrie Burnham
Marco Cota - A	Dean, Counseling (Matriculation) (Enrollment Management & Student Equity)	
- Paula Ferri-Milligan	Faculty, Reading (Program Review)	Paula Ferri-Milligan
- Rania Hamdy	Professional Development Coordinator (Professional Development)	Rania Hamdy
- Leticia Hector	Faculty, Speech (Curriculum)	Leticia Hector
- Rick Hrdlicka	Campus Technology (Technology)	
- Diane Hunter	CTA Representation (CTA)	Diane Hunter
- Celia Huston	Non-instructional faculty, Library (Accreditation/SLO's)	Celia Huston
Haragewen Kinde - A - Henry H... - A	Acting VP, Instruction (Instruction/Accreditation/Curriculum)	See signature on 2nd page for Henry H...
Sarah Miller - A	Designee for CSEA President (CSEA)	
- Rick Shabazz	VP Student Services (Student Services)	Rick Shabazz
James Smith - A	Dean, Research, Planning & IE (Research & Planning)	
- Scott Stark	VP Admin. Services (Administrative Services)	Scott Stark
- Linda Suberg - A Lauren Sanders	ASG President (Associated Student Government)	Lauren Sanders (ASG)
- Kay Weiss	Dean, Arts & Humanities (Program Review)	Kay Weiss

(19 members)

MEETING GUEST(S) – SIGN IN (Below)

NAME	DEPARTMENT	SIGNATURE
Susan Bangasser	Science	<i>[Signature]</i>
Albert Maniaol	Applied Tech-	<i>[Signature]</i>
Paul Butalou	Marketing & PR	present.
Bobby Khushal	ALMA Strategies	<i>[Signature]</i>
- Shawn Blaylock	ALMA Strategies	
- Sandy Kate	HMC	Present
- Sheryl Sterry	HMC	Present

Henry Hua
 - Kevin Fok (Fok)
 Instruction, Acting VPI
 Fox Magazine Knowledge
 ALMA Strategies

Alvina Timar - ALMA STRATEGIES - Present