

SBVC COLLEGE COUNCIL
August 22, 2018 MINUTES
PRESIDENT’S CONFERENCE ROOM, ADSS 208
TIME: 1:30 PM – 3:00 PM

A= Absent

Diana Z. Rodriguez, SBVC President, Chair **A**
Celia Huston, Academic Senate President, Co-Chair
Sheri Lillard (CTA) **A**
Adrian Rios (ASG) **A**
Fermin Ramirez (CSEA Designee)
Kathryn Jaramillo (Classified Senate) **A**
David Bastedo **A**
Stephanie Briggs
Mary Copeland **A**
Marco Cota
Paula Ferri-Milligan
Rania Hamdy

Rick Hrdlicka
Raise Jakpor
Terri Long (*excused*)
James Smith
Scott Stark
Scott Thayer
Cassandra Thomas
Kay Weiss
Nicole Williams (MINUTES)

Guest(s): Stephen Villasenor

CALL TO ORDER:

1:35 p.m. Celia Huston called the meeting to order.

APPROVAL OF MINUTES

Celia Huston entertained a **Motion to Approve** the **April 25, 2018 College Council Minutes**. Rick Hrdlicka moved, Kay Weiss second. No discussion and the group voted as follows:

AYES: Huston, Ramirez, Briggs, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Jakpor, Smith, Stark, Thayer, Thomas and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Copeland, Jaramillo, Lillard, Long and Rios.

Motion Carried

Our Mission: San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve quality of life in the Inland Empire and beyond.

UPCOMING POSITIONS/FILLING POSITIONS

No Report.

PRESIDENT'S REPORT

In Diana's absence, Scott Stark presented information with regard to Enrollment and Funding Formula.

ENROLLMENT

- July 2018 FTES and Productivity Report End-of-the-Year
 - Scott discussed the FTES and Productivity Report End-of-the-Year (see attached). Credit FTES: Budgeted 10,400; Actual 10,621; Projected 10,621. FTES Total (Including Credit, Non-Credit and Enhanced Non-Credit): Budgeted 10,650; Actual 10,864; Projected 10,864. There was a brief discussion with regard to productivity percentage – the percentage is lower this year – which is based on weekly student contact hours / faculty load. The perfect goal of 525 is unrealistic as it applies to SBVC based on the uniqueness of classroom size, restrictions with contract caps, fixed cohort size, etc. At the request of a council member, James Smith confirmed he would review the State's community college average, and return with that information at a subsequent College Council meeting.

- August 2018 FTES and Productivity Report (rev 8.16.2018)
 - Scott discussed the FTES and Productivity Report (see attached). The FALL 2018 FTES as of 8/16/18: Budgeted 4,600; Actual 4,228; Projected 4,600. Late-Start classes and late-add petition FTES are pending. A council member indicated there were some issues with this semester's add-codes, and anticipates that there will be additional FTES next week.

FUNDING FORMULA

Scott discussed the SUMMARY 2018-19 Student Center Funding Formula Simulation (see attached). The new funding formula proposed is comprised of a Base Component (70%), Supplemental Component (20%) and Student Success Incentive Component (10%). A brief discussion occurred with regard to the numbers listed being inclusive of the entire District (District, SBVC, and CHC). Scott reported the Board of Trustees will review the final budget at the September Board – the district has been operating on a tentative budget since July 1. Jose Torres will submit the budget (95,962,569) that will apply for this year. A new Resource Allocation

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Model (RAM) needs to be developed – work still needs to transpire with regard to the break-out numbers for each campus. Scott requested that College Council members participate in the District Budget Committee meetings.

VICE PRESIDENTS’ REPORTS – S. STARK; S. THAYER; T. LONG

ADMINISTRATIVE SERVICES

Scott reported that that Facilities & Safety Committee will be meeting in September. Construction project update: The LA Building, HLS SIM labs and concrete repair/replacement are almost complete; next year the North Hall roof will be replaced.

CSEA Representative, Fermin Ramirez, briefly discussed out-sourcing for grounds work. Scott explained the immediate need, and stated that further discussion should transpire in a scheduled meeting rather than at College Council.

STUDENT SERVICES

Scott reported that approximately 900 students attended the New Student Welcome Day held at the Auditorium, B100 and GYM 140. Students received a backpack, a virtual tour of SBVC, and campus information. The intention was to give new students a head-start on the right track so they can find classes, and be successful in their first semester. Welcome Week was a success, approximately 1400 students visiting the five tables situated at various campus locations with schedules of classes, campus information, and campus maps available to all students. Student Services is offering Saturday services from 9am to 1pm in addition to Extended Hours to service students that are unable to come to campus during the week.

A brief discussion transpired with regard to enrollment. Scott reported that the Enrollment Management Committee will begin a critical focus into enrollment numbers this year to determine the reasoning behind students enrolling in courses but then dropping or not continuing. James Smith states that Research and Planning now has the capability to archive cancelled classes to determine if a student then enrolls in another class. Several Council members stated that in their division office, when a course is cancelled, they contact a student via email and/or telephone call to inform the students of another course that meets the requirement and/or informing them of a late-start course.

Scott reported that Velocity Vehicle Group donated a 2012 Cascadia truck that will allow students in the Diesel program the opportunity to study a natural gas/alternative fuel vehicle.

INSTRUCTION

No Report.

ACCREDITATION AND STUDENT LEARNING OUTCOMES – C. HUSTON

Celia reports that the first meeting of the SLO Committee is September 6. Last year SLOs showed improvement within Curricunet in that a course will NOT move forward without an SLO as there is now an SLO step within the approval process.

SBVC is 2 years away from the ACCJC visit. ACCJC has moved forward with a portfolio model where they have assigned a Vice President to each campus, and those VPs will accompany visiting teams to a campus. Kay Weiss (and Celia) will be attending a visit in October – the VP assigned to that campus is the interim VP for SBVC.

Celia announced that she volunteered for the statewide Academic Senate Accreditation Committee. This year the team is working with ACCJC to plan the ACCJC Accreditation Conference.

EDUCATIONAL MASTER PLAN and STRATEGIC PLANNING – J. SMITH

James presented the 2018 Student Scorecard Measures for Review (see attached) which included information on demographics, achievements, state-wide average and strategies. James also distributed the CCCCO Student Success Scorecard Measures for SBVC: 2017 and 2018 (see attached) which includes information on completion metrics, math & English/ESL metrics and CTE metrics. James requested that Council Members review and provide input at the next College Council meeting. A brief discussion transpired with regard to improving the efficiency of administrative processes within A&R, Financial Aid and Counseling.

James introduced the Interim Grants Director, Stephen Villasenor. James announced that Research & Planning will be conducting 2 surveys next semester: Community College Survey of Student Engagement (CCSSE) and a Health Services Survey.

PROGRAM REVIEW – P. FERRI-MILLIGAN

Paula reported that the Needs Assessments will be distributed by this coming Friday with EMPs following shortly thereafter. Paula announced that 5 CSEA members have been added to the Program Review Committee.

Paula provided a handout of the Program Review committee's committee charge and membership. The committee is requesting that the Grants Director be added as a voting member. There was a brief discussion with regard to the process for making a change to a committee's membership. Celia Huston stated she would review AP to determine the requirements for the change. In the meantime, Celia requested that Council Members vote on supporting the request, and that the next step would be to present to the Academic Senate and then on forward to the District Assembly.

Celia Huston entertained a **Motion to Support the addition of the Grants Director to the Program Review Committee voting membership.** Rick Hrdlicka moved, Stephanie Briggs second. No discussion and the group voted as follows:

AYES: Huston, Ramirez, Briggs, Cota, Ferri-Milligan, Hamdy, Hrdlicka, Jakpor, Smith, Stark, Thayer, Thomas and Weiss.

NOES: None

ABSTENTIONS: None

ABSENT: Bastedo, Copeland, Jaramillo, Lillard, Long and Rios.

Motion Carried

COMMITTEE REPORTS:

Enrollment Management and Student Equity Committee – Marco Cota reported that the committee will be meeting the third week of the month; they are working forward with AB705.

Professional Development – Rania Hamdy reported that the committee met on Monday; CSEA added a member to the committee. Rania indicated that there are currently some challenges with Oracle that they are working through.

Technology Services – Rick Hrdlicka reported that the committee will meet in the beginning of September. The department has completed the following: all network cables have been replaced in the LA building; 300+ chrome books are in the process of being deployed to students through Student Services; all Business computer labs have been replaced.

Grants – Stephen Villasenor reported that a \$200,000 CCCCCO grant has been awarded for veteran students. The award will be reviewed for approval at the October CCCCCO Board meeting with the award anticipated in November – a press release is forthcoming. Stephen also reported that a new ADA compliant golf cart has been purchased for student veterans.

OTHER:

None.

Meeting adjourned at 3:00 p.m.

Next College Council Meeting: Wednesday, September 12, 2018

Academic Year 17-18: Bi-Monthly, 2nd & 4th Wednesday, 1:30-3:00pm, AD/SS 207

Remaining Academic Year 18-19 Meetings:

Wednesday, September 12, 2018

Wednesday, September 26, 2018

Wednesday, October 10, 2018

Wednesday, October 24, 2018

Wednesday, November 14, 2018

Wednesday, November 28, 2018

Wednesday, December 12, 2018

Wednesday, January 9, 2019

Wednesday, January 23, 2019

Wednesday, February 13, 2019

Wednesday, February 27, 2019

Wednesday, March 13, 2019

Wednesday, March 27, 2019

Wednesday, April 10, 2019

Wednesday, April 24, 2019

Wednesday, May 8, 2019

Wednesday, May 22, 2019