

Minutes of Senior Management Meeting - 12/20/17

Date and time: 12/20/17 08:30 am to: 12/20/17 10:30 am

Present: Russ Lebo, Joseph Holt, Carole Brown, Michael Abril, wendym@sjvc.edu, Michael Perry, mikep@sjvc.edu, Kevin Robinson, Nick Gomez, Judy Petty, Liz Briseno, Rachele Serrano, Tracey Hernandez, alyssa perry, Crystal VanderTuig

Location: Oak Room

Access meeting at: <http://app.meetingking.com/meetings/231641>







Topics

1. Strategic Review

Tabled.

2. Growth and Development: BS Bridge Programs

Team reviewed and considered execution proposals for BSN, BSDH, and BSHCM. Decision was made to go forward with all three programs.

-  [BSN_Execution_Proposal.docx](#)
-  [BSN_Execution_Proposal_Appendices.pdf](#)
-  [BSDH_Execution_Proposal.docx](#)
-  [BSDH_Execution_Proposal_Appendices.pdf](#)
-  [BSHCM_Execution_Proposal.docx](#)
-  [BSHCM_Execution_Proposal_Appendices.pdf](#)

3. Year in Review

Discussed report drafts, review process, and confirm presentation schedule.

-  [YrRv_Schedule_'17.xlsx](#)

4. Ad Hoc

Wendy: 1.) Informed the team of resolution of issue with Hesperia student, and 2.) Gay and Transgender training: scheduling participants. Wendy will send out announcement of meeting date, location, and time.

Russ: Gave an update on the 1.) Cordova relocation, and 2.) domain flattening project.

Carole: Raised the issue of providing online instruction to VA students at Cordova only.

Mike A.: Informed the team of upcoming HR needs and plans for addressing them.

Mike P.: Will be out 1/3-1/6 and week of the 8th.

Nick: Informed the team of planned Aviation leadership change.

Rancho Cordova relocation



San Joaquin Valley College Board of Governors Meeting January 24, 2018	
MEETING CALLED TO ORDER BY	John Swiger, Chair
ATTENDEES	John Swiger, Chair and Community-at-Large Member Susan Good, Community-at-Large Member Jill Sozinho, Community-at-Large Member Sue Delong, Community-at-Large Member Marlea Lyon, Community-at-Large Member (via phone) Mark Perry, Board of Directors Member Mike Perry, SJVC President/CEO and Board of Directors Member
ABSENT	None
GUESTS AND PRESENTERS	Joseph Holt, Chief Administrative Officer Carole Brown, Provost and Vice President of Academic Affairs Mike Abril, Vice President of Legal & Regulatory Affairs Nick Gomez, Chief Operating Officer Sumer Avila, Vice Provost
RECORDER	Crystal VanderTuig
QUORUM PRESENT	Yes

- I. **CALL TO ORDER:** Meeting was called to order by John Swiger at 4:35 p.m.
- II. **INFORMATIONAL UPDATES:** No updates were given.
- III. **GROWTH & DEVELOPMENT (J. Holt)**
 - A. **New program proposals:** Joseph presented proposals for the following new, online baccalaureate degree bridge programs. He provided an overview of

need/demand, career opportunities, existing programs, and marketing strategies (see **Execution Proposals** for detail). Questions were asked and answered on the following topics: program structure, securing qualified faculty, anticipated census, admission requirements, and transfer of credit.

Joseph explained that the plan going forward is to deliver these programs within six months of achieving Initial Accreditation by the WSCUC. Board action on each program proposal is set forth below.

i. Baccalaureate Degree Completion, Nursing

Susan moved to approve the addition of the program. Jill seconded the motion. All in Favor.

ii. Baccalaureate Degree Completion, Dental Hygiene

Jill moved to approve the addition of the program. Mike seconded the motion. All in favor.

Susan Good abstained from the vote due to her membership in the Dental Hygiene Committee of California.

iii. Baccalaureate Degree Completion, Health Care Management

Susan moved to approve the addition of the program. John seconded the motion. All in favor.

- IV. YEAR- IN-REVIEW (Senior Managers):** Joseph gave an overview of the process and preparation of the Year-in-Review report; he explained that changes in the report's structure are the product of the mid-year review process. Carole informed the board that the Senior Managers will be delivering Year-in-Review presentations to all stakeholders starting this Friday (January 26th).

Report was provided to all board members in advance of the meeting. As such, board engaged in dialogue about areas of interest within the report and had opportunities to ask questions and/or seek clarification about the contents

V. SENIOR ACCREDITATION (M. Perry, S. Avila, and C. VanderTuig)

- A. Proposed Recommendations to Board Structure and Bylaws:** As a follow-up to the discussion that took place at the November 21, 2017 board meeting on the proposed recommendations and bylaw amendments, the board considered, discussed and acted to:

- i. Re-Define Quorum for Board Action:** "A majority of community-at-large members (3) and at least one (1) Board of Directors members constitutes a quorum for voting purposes."

John moved to approve the new definition of a quorum for board action. Susan seconded the motion. All in favor.

- ii. New Board Committees:** Establish two new standing board committees 1.) Executive/Nominations Committee, and 2.) Finance, Budget, and Planning Committee. With the establishment of the Finance, Budget, and

Planning Committee, the board's current Finance Committee will be re-named "Audit Review" Committee.

John moved to approve the addition of the two new standing board committees. Mike seconded the motion. All in favor.

- iii. **Committee Member Qualifications:** Adopt qualifications for the areas of Academics, Finance, and Governance, to include the revisions recommended by board members.

Mark moved to approve the adoption of the committee member qualifications. Jill seconded the motion. All in favor.

- B. **Institutional Learning Outcomes (ILOs) and Co-Curricular Learning Outcomes (CCLOs) (S. Avila):** Sumer informed the Board that the ILO's have undergone a revision process, that resulted in an enhanced and expanded version of outcomes. She also discussed the development process for the Co-Curricular Learning Outcomes. Sumer informed the Board that she will be soliciting input from a variety of stakeholders on appropriate outcome assessments. She indicated that this process will be completed in March.
- C. **Submission of Eligibility Application:** Crystal and Sumer informed the board of the intent to submit the application by next Wednesday. Discussion took place on the next steps in the process. Discussion also took place on the timeline and impact to the ACCJC re-accreditation process.

VI. PROGRAMMATIC ACCREDITATION UPDATES (tabled)

VII. BOARD BUSINESS

- A. Review minutes from 11/21/2018 Board of Governors meeting. (J. Swiger)

Mike moved to approve the minutes as submitted. John seconded the motion. All in favor.

- B. Ad Hoc

- i. Susan posed the question of whether it would be possible for the California Dental Hygiene of Committee to hold their fall meeting at the Visalia or Fresno campus. Mike and Mark expressed support for this. Sumer will follow-up with Susan on logistics.