



San Joaquin Valley College Board of Governors Meeting May 4, 2017	
MEETING CALLED TO ORDER BY	John Swiger, Chair
ATTENDEES	In-person: Mark Perry, Mike Perry, John Swiger, Susan Good, Carol McLellan, and Jill Sozinho By telephone: Marlea Lyon
ABSENT	None
GUESTS AND PRESENTERS	Joseph Holt, Chief Administrative Officer Nick Gomez, Chief Operating Officer Carole Brown, Vice President of Academic Affairs Mike Abril, Vice President of Legal & Regulatory Affairs Angela Heinz, Director of Growth & Development Ash Carter, Director of Instruction Alyssa Perry, Director of Student Services Mary Phillips, Dean of Student Services (Bakersfield) Michael Rugnao, Academic Dean (Bakersfield Campus)
RECORDER	Crystal VanderTuig
QUORUM PRESENT	Yes

- I. **CALL TO ORDER:** Meeting was called to order at 5:11 p.m. by John Swiger.
- II. **BOARD RECOGNITIONS/ANNOUNCEMENTS**
 - A. The Board recognized the Bakersfield Campus' Clinical and Administrative Medical Assisting Club for their involvement in community service.
 - B. John announced that Carol McLellan will be retiring as a community-at-large member. Carol was recognized for her years of service and contributions to the board.

III. AKT PRESENTATION (Tabled)

IV. GROWTH & DEVELOPMENT

A. New Proposals

- i. Angela presented a proposal and recommendation to start a new SJVC branch campus on the central coast (Atascadero or Paso Robles) that offers certificates in medical assisting, business administration, and medical office. (See "Evaluation Summary & Recommendation – April 2017")

Questions were asked and answered concerning various elements of the proposal, including existing competition, student recruitment, leadership for the site, and accreditation approval.

Susan moved to approve the recommendation to establish a new SJVC campus on the central coast. Carol seconded the motion. All in favor.

- ii. Angela informed the board of the preliminary plans for an Occupational Therapy Assisting (OTA) program. She gave an overview of the career outcomes, employment projections, existing California programs, and accreditation approval processes (programmatic then institutional) for the program. Due to the length of the approval processes (extend out until spring 2018), Angela requested board approval to begin engagement with a content expert for the purpose of developing the program, securing sites, and taking the lead on the programmatic approval process.

Susan moved to approve the request to engage with a content expert and proceed with the official programmatic approval process pending further analysis on the feasibility of the program. Carol seconded the motion. All in favor.

- B. **Updates on Previously Approved Proposals:** Angela gave updates on Growth & Development initiatives, including programs (new creations and migrations), locations, and employer training contracts (see "Growth & Development" PowerPoint) and how these initiatives have contributed to the SJVC Strategy.

V. INSTITUTIONAL PERFORMANCE STANDARDS

- A. **First Module Success:** Alyssa Perry presented disaggregated data on first module success (campus, modality, and programs of focus) (see "Enroll Capable Applicants" PowerPoint). She discussed both the successes and challenges experienced in 2017 for this area. Alyssa also informed the board of the actions in place for improvement.

- B. First Term Success:** Ash Carter discussed the academic focus to improve retention, including the roll-out of eObservation 2.0, ongoing emphasis on the Backward Design teaching methodology, and the lesson plan initiative.

VI. CAMPUS PRESIDENT POSITION: At the request of the board, Nick Gomez presented further information on the Campus President position, including the reporting structure, supporting data from pilot program, and use of title among “like” institution. Questions were asked and answered regarding this proposed structure and board members raised several points for consideration such as the need to revise policy and procedure to reflect the new structure, org chart revisions, plans for expanding the new structure to other regions, and potential title confusion by accreditors and the public.

Based upon this discussion, the board recommended that the following titles be used in lieu of those that were proposed:

- Campus Directors will be referred to as “Campus Presidents”
- Campus Presidents will be referred to as “Regional Presidents”

Mike moved to approve this structural change to campus leadership and sought approval to use the titles of Campus Presidents and Regional Presidents. Susan seconded the motion. All in favor.

VII. 2016 YEAR-IN-REVIEW REPORT: Mike reminded the board that this agenda item was tabled from the last meeting to give board members additional time to review the report and formulate any questions. Joseph informed the board that the Senior Management disseminate copies of the report to the Executive Council and then give a modified presentation at all staff-faculty meetings. He informed the board of the Senior Management’s effort to complete the presentations by the end of April so that the information delivered is still relevant and timely. Joseph also informed the board of the Senior Management’s intent to evaluate the effectiveness of the process in July and identify any improvements.

VIII. 2019 ACCJC SELF-STUDY PROCESS: Crystal gave the board an overview of the process and timeline for completion of the self-study process.

IX. SENIOR ACCREDITATION: Mike informed the board that the timeline for the ACCJC self-study process may be impacted by SJVC’s move to senior accreditation. Crystal then explained the various steps involved in the senior commission’s approval process, including the eligibility application. Mike informed the board that the Notice of Intent to Apply for Accreditation and the fee (\$12,500) will be sent to the senior commission early next week. Discussion ensued on the timeline for achieving Eligibility. Discussion then moved to the revision of the SJVC Vision Statement. Drafts of the three iterations of the vision statement were presented to the board. Feedback was received and

documented. Crystal and Mike will continue to work on this effort and ensure that the board's feedback is reflected in the next iteration presented (September 2017).

X. BOARD BUSINESS

- A. Approval of meeting minutes:** Minutes from the March 9, 2017 board meeting were reviewed and approved as noted below.

Susan moved to approve the minutes as submitted. Jill seconded the motion. All in favor.

- B. Academic Oversight Committee report:** Jill reported that she and John reviewed the following program review reports:

- Respiratory Therapy (RT)
- Heating, Ventilation, Air Conditioning and Refrigeration (HVAC)
- Veterinary Technology (VT)

Jill informed the board that the Visalia RT program's licensure rates were lower than those for Rancho Cordova yet the Visalia Campus' learning outcome achievement rate was higher than Cordova's. She informed the board that she requested clarification from the Campus Directors who informed her that this can be attributed to LO assessment tools and practices (which are currently being streamlined). Nick added that the Cordova Program Director has worked in a consultant capacity for the Visalia and other campuses that offer RT.

Nothing of note was reported for HVAC and VT.

- C. Institutional Accreditation updates:** Crystal reported that the ACCJC approved SJVC's proposals to migrate the Surgical Technology program to the Rancho Cordova and Temecula campuses and offer a baccalaureate Respiratory Therapy Degree Completion program. A copy of the approval letter was provided in the board handouts.
- D. Days and times of future board meetings:** Discussion took place concerning the best days for board meetings. All agreed that future meetings will be held on Tuesdays (with the exception of the August 3rd campus visit).
- E. Lancaster Campus discussion:** Mike informed the board that the Senior Management is engaged in strategic planning regarding the future of this location. Mike will visit the campus next Tuesday and will keep the board apprised of this matter.
- F. Ad Hoc:** John reminded the board of the email he sent out to all campus directors at the beginning of the year concerning board participation in campus events and activities. He informed the board that a few campuses have responded and that he take initiative to facilitate scheduling the board's appearance at some of these events.

Susan commended Mark and Mike on the quality of the 40th anniversary celebration.

There being no further business, the meeting adjourned at 8:09 p.m.