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| <b>San Joaquin Valley College<br/>Board of Governors Meeting<br/>September 1, 2016</b> |  |
| <b>MEETING CALLED TO ORDER BY</b>  | John Swiger, Chair   |
| <b>ATTENDEES</b>   | Mark Perry, Mike Perry, John Swiger, Jill Sozinho, Susan Good, and Carol McLellan  |
| <b>ABSENT</b>  | Marlea Lyon  |
| <b>GUESTS AND PRESENTERS</b>   | Joseph Holt, Chief Administrative Officer<br>Anthony Romo, Director of Graduate Services<br>Angela Heinz, Director of Growth & Development |
| <b>RECORDER</b>  | Crystal VanderTuig   |
| <b>QUORUM PRESENT</b>  | Yes  |

I. **CALL TO ORDER:** Meeting was called to order at 9:14 a.m. by John Swiger.

II. **BOARD BUSINESS**

A. **Meeting Minutes:** Minutes from the May 5, 2016 Board of Governors meeting were reviewed. Corrections were noted.

Voting Item: Mike moved to approve the minutes with the noted corrections, Jill seconded the motion. All in favor.

B. **Academic Oversight Committee Report:** John advised the board that the committee reviewed and discussed the following program review reports: Aviation Maintenance Technology and Dental Assisting. He informed the board that further revisions will be made to the reports, therefore, the AOC will give a full report on these program reviews at the next board meeting.

C. **Annual Certifications/Disclosures:** The forms were distributed with instructions to complete and return them to Crystal before the next board meeting.

**D. Review Board Policies:** Board reviewed and discussed the Academic Honesty and Academic Freedom policies. Revisions were suggested for both policies along with the recommendation that the revised policies be reviewed by a faculty committee before approval by the board.

**E. Mid-Term Report:** See attached email from C. VanderTuig (09.06.2016)

### III. CAMPUS VISITS

#### A. Modesto Campus

**i. Introduction of Ron Gardner:** Mr. Gardner, the newly appointed Campus Director, introduced himself to the board. He gave an overview of his educational background and work history, including previous positions held at SJVC. Mr. Gardner informed the board of his vision for the campus and plans for growth.

**Voting Item:** Susan moved to ratify Mr. Gardner's promotion to Campus Director, Carol seconded the motion. All in favor.

#### ii. CAO Staff Presentations

**a) Graduation Rate:** Crystal VanderTuig, Director of Institutional Relations, reported that the year-to-date graduation rate is 63% against the institutional standard of 60% and the strategic goal of 70% graduation rate. She informed the board that the campuses have strategic initiatives in place to support attainment of the strategic graduation goal, which, at present, is to focus on re-enrollments.

**b) Graduate Placement:** Anthony Romo, Director of Graduate Services, presented on the new placement process and the likely impact the new process will have on SJVC's placement rate. He also informed the board of the placement rate by program and campus for 3Q2015 – 2Q2016. Anthony discussed the strategic initiatives in place to improve placement at under-performing (<75%) campuses and programs.

In the aggregate, during 3Q15-2Q16, SJVC achieved 74% placement rate at the campus and program levels against an institutional standard of 65% and the strategic placement goal of 75% (refer to attached handouts).

**c) Growth & Development Initiatives:** Angela Heinz, Director of Growth & Development, presented a proposal to migrate the Dental Assisting program to the SJVC Hesperia Campus. She gave an overview of the **Evaluation Summary & Recommendation**

(attached) which highlights the rationale for this change through the lens of SJVC's strategic plan. Discussion took place concerning the local need for the program, the equipment requirements, and approval process.

**Voting Item:** John moved to approve the migration of the Dental Assisting program to the SJVC Hesperia Campus, Carol seconded the motion. All in favor.

- d) Gainful Employment:** Joseph Holt, Chief Administrative Officer, gave an overview of the GE regulation and its likely impact on SJVC, the timeline for the final steps in the implementation process, as well as SJVC's plans and preparations for compliance with the regulation.
- iii. Campus Tour:** Alaine Johnson, Academic Dean and Anthony Alejandre, Enrollment Services Director gave the board a tour of the campus.
- iv. Board Recognitions:** The following student and employees were recognized:
  - a)** Silvestre Parra for exceptional academic performance and community service
  - b)** Dawn Stamper for exceptional performance in graduate placement
  - c)** Susie Disher for her role in the community and support of the campus
  - d)** Ashvindar Singh for her commitment to students and the improvement of their lives
- v. Student Life Presentation:** A presentation by Ashvindar Sing and ASB representatives was given on the opportunities available on campus and in the community for student involvement, including clubs, activities, and events (see attached handout, "**Student Life at the Modesto Campus**").

## **B. Rancho Cordova Campus**

- i.** Jeff Rutherford, Campus and Program Director, welcomed the board and gave a tour of the campus. During the tour, the board visited the following classrooms and interacted with students and instructors:
  - a)** RT 30 – Instructor, Julia Foss
  - b)** RT 10B – Instructor, James Maddox
  - c)** RT 41 – Instructor, Jodilee Prophet
  - d)** BIO 24 – Instructor Arthur Braden

Term 3 and 4 students conducted two real-life hospital scenarios using the “sim man” and demonstrated various respiratory skills and the type of decision-making required of practicing RT’s in this setting.

- ii. **Student Performance on RRT Exam:** Jeff gave an overview of the history behind the improvement of the RRT exam. When he became the Program Director, the pass rate was in the 50% range and is now in the 90% and the program has received the CoARC Distinguished RRT Credentialing excellence award. Jeff discussed the various changes that have been implemented over the years that are attributed to the increase in RRT pass rates.
- iii. **Board Recognitions: The following employees were recognized:**
  - a) Stephanie Taylor for exceptional performance in admissions
  - b) Amy Bianco for exceptional performance in graduate services
  - c) Jodilee Prophet, James Maddox, and Julia Foss for their role in preparing students for the RRT exam
  - d) Robert Vosper for negotiating and securing multiple contracts benefitting the RT program across the institution
- iv. **PLC/Synergy Team Meetings:** Amy Bianco and Julia Foss gave an overview of the Professional Learning Community in place at the campus. The PLC has been focused on revising the academic year structure to better align courses within the program to improve student learning.

There being no further business, the meeting adjourned at 4:32 p.m.