

TO: San Bernardino Valley College
FROM: Gilbert J. Contreras, President
RE: SBVC Organizational Updates
DATE: April 30, 2025



My Fellow Wolverines,

I send this memorandum to share details with you regarding important steps we are taking to strengthen staffing support across the College. On February 26, 2025, at College Council, I distributed a staffing update that included 32 positions in recruitment during the Spring 2025 semester. In addition to making progress toward our goal of reaching full staffing in 2026, SBVC is implementing the following:

1. Counseling faculty recruitments

Among the Spring 2025 recruitments, SBVC is recruiting 4 counseling faculty positions. All 4 positions will be recruited as Full-Time, Tenure-Track. (2 general counseling, 1 CalWORKs, and 1 MAP/CPL).

2. SBVC will recruit additional Faculty positions (these positions were not on the list from February 26, 2025)

- a. FTVM Full-Time, Tenure-Track
- b. Culinary Full-Time, Tenure-Track
- c. Ethnic Studies Full-Time, Tenure-Track

3. SBVC will recruit additional Classified positions (these positions were not on the list from February 26, 2025)

- a. Student Services Coordinator—Umoja
- b. Custodian
- c. Grounds Caretaker
- d. Administrative Assistant III—Kinesiology, Health, & Athletics
- e. Student Engagement Specialist—Kinesiology, Health, & Athletics

4. SBVC will strengthen support in Student Life

Using the vacant position from Professional Development, SBVC will hire a Director of Student Life. I will appoint an Interim Director of Student Life prior to the start of the 2025-26 academic year. The goal is to hire a permanent Director of Student Life with a start date of July 1, 2026. In addition, SBVC will recruit a Faculty Lead (re-assignment 0.5) to help advance student leadership development in Associated Students.

5. SBVC will implement the Division of Kinesiology, Health, & Athletics

On December 11, 2024, College Council unanimously approved the Elevating Athletics plan. Under this plan, SBVC will create a Division of Kinesiology, Health, & Athletics. I will appoint an Interim Dean of Kinesiology, Health, & Athletics prior to the start of the 2025-26 academic year. The goal is to hire the permanent Dean of Kinesiology, Health, and Athletics with a start date of July 1, 2026.

6. Additional Faculty Re-Assignment Opportunities to advance College Priorities

San Bernardino Valley College will add the following faculty re-assignment opportunities to strengthen support in key areas of the College:

Dual Enrollment	1.0	
Professional Development	0.5	
Student Life (ASG)	0.5	described above
HSI Task Force	0.2	
Academic Senate Executives	1.2 to 1.6	(increase for 2025-26)

SBVC will increase the re-assignments for members of the Academic Senate Executive Team from 1.2 to 1.6. The expectation of this increase is to ensure bi-weekly meetings between the Academic Senate Executives and the President's Executive Cabinet. This structural change will help align leadership and reduce the number of individual meetings.

7. SBVC will recruit an Associate Dean of Student Health & Wellness

This position is transitioning from a Faculty Coordinator to a management position to address the increased demand for mental health services as well as the dynamic health needs of students. This change aligns with the Valley Up 2025-2030 College priorities.