



College Council Minutes

1:00 PM - 2:30 PM | ADSS/207 | MAY 14, 2025

Members: 17

Gilbert J. Contreras, Ph.D. []

Ernest Guillen [A]

Andrea Hecht [A]

John Feist [A]

Dyami Ruiz-Martinez [A]

Thomas Berry []

Jeffery Demsky []

Uvaldo (Aldo) Sifuentes []

Leticia Hector [A]

Marco Cota []

Keith Bacon [A]

Rania Hamdy []

Danielle Graham [A]

Bethany Tasaka [A]

Yvonne Gutierrez-Sandoval [A]

Celia Huston [A]

Joanna Oxendine, Ed.D.

Proxys:

Vinnie Wu for J.F

Joanne Hinojosa for Y.G-S

Tatiana Vasquez for A.H

Jamie Salyer for B.T

Guest:

April Dale

Anthony Castro

Paul Bratulin

Upcoming Meeting Dates –

2025–2026 Academic Year

- September 10, 2025
- September 24, 2025
- October 15, 2025
- October 29, 2025
- November 12, 2025
- December 10, 2025
(2 Hour Meeting)
- February 11, 2026
- February 25, 2026
- March 11, 2026
- March 25, 2026
- April 15, 2026
- April 29, 2026
(2 Hour Meeting)

1. Call to Order

- A. Approval of Agenda
- B. Approval of Minutes

2. Reports

- C. President's Report – Welcome - Dr. Contreras
- D. Academic Senate Report – A. Hecht

3. Action Items

- E. Catalog Rights Update – J. Salyer
- F. SBVC History Club Centennial Exhibit – Dr. Contreras
- G. Aspire/Program Review Funding Results – K. Bacon / J. Oxendine
- H. Participatory Governance Taskforce Recommendations – J. Oxendine / T. Vasquez
- I. College Council Meeting Schedule 2025–2026 – Dr. Contreras

4. Information Items

- J. SBVC College Reorganization 2025 – 2026 – Dr. Contreras
- K. BSI Update – A. Dale
- L. HSI Update – A. Castro / U. Sifuentes
- M. Celebrating 100 Years – P. Bratulin / J. Esquivel
- N. Valley Up! The Mountain Retreat – Dr. Contreras
- O. Accreditation and Student Outcome Update – C. Huston
- P. Vice President Reports
- Q. District and Campus Committee Updates
- R. Other Announcements

5. Adjournment

1. Call to Order

A. Approval of Agenda

- The meeting was called to order by Dr. Contreras at 1:02 p.m.
- Dr. Contreras amended the Agenda Item 13 – Centennial Update moved to follow Item 5 to accommodate presenter schedule.
- Motion to approve amended agenda: Approved without objection.

B. Approval of Minutes

- Dr. Contreras called for review and approval of April 23, 2025, minutes.
- Minutes Approved without objection.

2. Reports

C. President's Report – Welcome - Dr. Contreras

- Dr. Contreras thanked the College Council for their dedication throughout the year, recognizing the often unseen but deeply impactful work that helps shape the future of our college. He highlighted the Council's important role in fostering inclusive decision-making, creating organizational clarity, and ensuring alignment with SBVC's HSI and BSI goals. Dr. Contreras expressed heartfelt appreciation for faculty, staff, and managers whose efforts lifted student success and made our recognition events so meaningful. He noted how the end-of-year celebrations reflected the energy and pride across campus. He closed by celebrating all the progress made this year and encouraging the Council to carry that same spirit of growth and collaboration into the year ahead.
- Dr. Contreras introduced an upcoming college-wide conversation on organizational restructuring. Addressing:
 - Gaps in the org chart
 - Realignment of roles and functions based on campus growth
 - Recent additions of management positions, such as Dean of Kinesiology, and Director of Student Life.
- Full campus engagement planned via:
 - Leadership Retreat, Opening Day/Flex Week sessions
 - Council & Senate meetings
 - Online input forms for feedback
- Timeline: Year-long review, with a potential July 1, 2026, implementation.
- Dr. Contreras emphasized transparency, intentional communication, and participatory feedback.

D. Academic Senate Report – A. Hecht

- A. Hecht reported that the Academic Senate approved two resolutions: one supporting the implementation of AB 1705 through a faculty-led, student-centered approach, and another endorsing the development of the district's PPAC operational handbook. A faculty lead is in the process of being selected for AB 1705. The Senate is also forming a new Faculty Policy Review Committee. J. Salyer was elected as the new Senate Secretary.
- Dean C. Rodriguez shared updates on the Student Equity Plan. The Curriculum Committee provide and update to Senate.

3. Action Items

E. Catalog Rights Update – J. Salyer

- Counselors, in collaboration with Admissions & Records, presented updates to the Catalog Rights policy designed to make it more student friendly. Key changes include:
 - Students may now establish catalog rights during any term of attendance within the district, whether enrolled full- or part-time.
 - Students may use any academic year of continuous enrollment, rather than being limited to the start or end year.
 - Continuous attendance is defined as enrollment in at least one course per academic year (fall, spring, or summer), with transcript evidence of a grade or "W."
 - A clarifying note explains that catalog rights do not guarantee the availability of discontinued programs or protect against major program changes.
- These updates will be published in the college catalog and reflected in student planners to ensure clarity and consistency for students and advisors.
 - ***Motion by T. Vasquez, seconded by M. Cota—approved unanimously.***

F. SBVC History Club Centennial Exhibit – Dr. Contreras

- The Council reviewed and endorsed the History Club's proposal for a student-led Centennial exhibit. Supported by faculty, the Academic Senate, and ASG, the project will have students curate displays using existing archives, with guidance from staff and the Centennial Coordinator. Funding will be coordinated through the President's Cabinet, utilizing Centennial funds where possible. Potential

venues being considered include the Library Gallery and the Applied Tech building.

- ***Action: Motion by R. Hamdy, seconded by T. Berry, to support the proposal and forward it to the Classified Senate. Approved unanimously.***

G. Aspire/Program Review Funding Results – K. Bacon / J.

Oxendine

- K. Bacon and J. Oxendine reported that approximately \$350,000 was available for program review requests. Of this, \$233,029.10 was allocated for equipment, with \$203,691.10 coming from program review funds and about \$30,000 contributed by divisions. Technology requests totaling \$109,900 were fully funded.
- Additional allocations included:
 - \$15,000 (one-time) for Student Life (\$25,000 requested)
 - \$20,000 for Theater Arts productions this year, with plans to incorporate this into their ongoing budget by 2026–27
 - Embedded tutoring and Writing Center support, to be funded through Student Equity & Achievement (SEA) funds going forward
 - \$500 for GIS promotional needs
 - A request for a Student Health Services kiosk was tabled pending a campus-wide audit
- This year's process prioritized each division's top-ranked needs, leading to a more equitable distribution of funds. Members emphasized the importance of clearer communication so that Deans and faculty chairs are fully aware of funding opportunities and deadlines. All funds must be spent by December 31, 2025. Concerns were also raised about recurring software licensing requests, with follow-up planned in collaboration with TESS and district offices.
- A correction was noted regarding one technology request. The \$40,000 item was submitted after the deadline and was not reviewed by the Technology Committee; therefore, it will be removed from the funded list. This reduces the technology allocation from \$109,900 by \$40,000.
- The remaining funds will be reassigned, with an update on final allocation to be provided at the first College Council meeting in fall 2025.

- **Action: Motion by T. Berry, seconded by T. Vasquez, to approve the list contingent on review of item #6 with Aldo. Approved unanimously.**

H. Participatory Governance Taskforce Recommendations – J. Oxendine / T. Vasquez

- The Task Force presented its annual report summarizing activities since October 2024, including committee analysis, governance infrastructure, communication, and recommendations for process improvement. The report also identified follow-up areas for 2025–2026, with priorities such as finalizing the Participatory Governance Handbook (roles, membership, processes) and continuing the evaluation of committee effectiveness.
- Two final recommendations were presented:
 - Sunset the Student Policy and Scholastic Standards Committee – The committee's charge was not being met. Related responsibilities (academic exceptions) will be addressed through a new faculty-led panel in partnership with Student Services.
 - The Taskforce encourages dialogue in each division to ensure participation with classified professionals and faculty.
 - **Action: Motion by U. Sifuentes (Aldo), seconded by J. Salyer, to approve the recommendations. Motion carried, with one opposition, T. Berry.**

I. College Council Meeting Schedule 2025–2026 – Dr. Contreras

- The proposed 2025–2026 College Council schedule includes meetings every 2nd and 4th Wednesday of each month, set on a biweekly basis to support the increased workload tied to participatory governance, HSI, and BSI initiatives. To allow for deeper discussion and reflection, two-hour meetings are scheduled at the end of both the fall and spring terms.
- The group discussed the scheduled May 13, 2026, meeting date, which falls during finals and commencement week. Concerns were raised about faculty and student availability, and it was agreed that holding a meeting at that time would not be practical. Instead, adjustments will be made in coordination with Senate leadership to ensure College Council meetings remain aligned with Senate action and routing timelines.

- ***Action: Motion to remove the May 13, 2026, meeting from the schedule. Motion carried unanimously.***

4. Information Items

J. BSI Update – A. Dale

- A. Dale shared an update on the March 27th BSI convening, which helped facilitate a BSI Task Force. The task force includes broad representation across campus—Instructional Divisions, Institutional Research, Student Services, Athletics, and the Library. The group is currently preparing the BSI application, due June 6, 2025, with a second submission window available in the fall. A shared draft is in progress, with members contributing responses centered on supporting Black and African American students, strengthening professional development, and promoting student success. Results are anticipated in July 2025. Regardless of the outcome, SBVC remains committed to advancing as a Black-Serving Institution, guided by a five-year plan that outlines clear priorities, goals, and measures for progress.

K. HSI Update – A. Castro / U. Sifuentes

- Aldo presented the launch of the HSI Task Force, which held its first meeting to review membership and charge. Faculty, classified staff, management, and students will be included. The immediate focus is creating an inventory of current support for Hispanic students and developing a shared definition of what it means for SBVC to be an HSI.
- The task force will partner with Dr. Gina Garcia, a national HSI scholar, who will guide the work through a retreat on June 26, 2025, followed by six two-hour meetings in fall. Her framework will help SBVC align efforts, break down silos, and design student experiences from entry to completion. Members emphasized the importance of student representation and aligning efforts with BSI and other equity initiatives.

L. Celebrating 100 Years – P. Bratulin

- SBVC's Centennial will celebrate "100 Years of Community and Excellence" under the slogan "Come with the Dream, Leave with the Future." Branding efforts are underway, including a Centennial web portal, promotional materials, and a branding guide to ensure consistency. Athletics and other programs may use logo variations, with the finalized design scheduled for release by June 1, 2025. Urgent requests (e.g., shirt orders) may be accommodated sooner.
- The committee stressed aligning all Centennial events—particularly affinity

group and diversity programming—with the college’s legacy, history, and impact. Jessica, the new Centennial Coordinator, will oversee event submissions and help departments integrate their programming into the “100 Events for 100 Years” initiative. The goal is to finalize the full list of 100 events by July 1, 2025.

- Signature events include the September 2025 Opening Ceremony, April 2026 State of the College, the Centennial Gala featuring restored 1920s vehicles, and the December 2026 Closing Ceremony. Additional highlights include a “100 Beautiful Moments” social media campaign, historical preservation projects, a “\$100 for 100 Years” fundraising effort, and a KVCR media partnership that will produce Centennial features and a PBS-style documentary. Campus-wide involvement remains essential, and faculty and staff are encouraged to share ideas, volunteer, and ensure their areas are represented.

M. Valley Up! The Mountain Retreat – Dr. Contreras

- An update was provided on the upcoming Valley Up the Mountain Retreat, scheduled for August 6–8, 2025. Initial information was shared with department chairs, and several logistical concerns were raised, including whether families may attend, transportation options (bus vs. personal vehicles), and room-sharing arrangements. These questions are still being addressed, and more details will be shared once finalized.
- The retreat is intended to bring the college community together to reflect on institutional priorities, the Valley Up initiative, and ongoing reorganization efforts. Broader communication to management and classified staff will follow after logistics are resolved.

N. Accreditation and Student Outcome Update – C. Huston

- No new information was presented beyond an update that Accreditation Committee prepared and shared a more detailed timeline with Academic Senate.

O. Vice President Reports

P. District and Campus Committee Updates

Q. Other Announcements

- Den to Den Partnership: New collaboration with Cal State San Bernardino, housed under Dean Carlos, has already exceeded its initial 32-student capacity.
- Financial Aid Outreach: KVCR radio ads launched May 7 to promote financial aid, phone system redesigned to improve student support.
- Student Achievements: Middle College High School graduates increased to 37 (up from 17), with two-thirds earning honors. This year marks the largest

graduating class in SBVC history.

- Commencement: Preparations are underway with a streamlined program planned. Dr. Contreras thanked the Council and expressed excitement to celebrate student success.

5. Adjournment - Meeting adjourned 2:32 pm.