



PARTICIPATORY GOVERNANCE TASK FORCE 2024-2026

2024-2025 ANNUAL REPORT Submitted to College Council: 13 May 2025

In Fall 2024, the Participatory Governance Task Force (PGTF) was established with the charge to review and refine San Bernardino Valley College's committee and governance structures. Guided by the principles of AB 1725, Title 5, and ACCJC standards, the task force committed to a transparent, inclusive process that engaged all campus constituencies. The charge included developing a comprehensive Participatory Governance Handbook and submitting final recommendations for institutional adoption.

Biweekly meetings were held throughout this academic year, resulting in meaningful progress across five major focus areas.

I. Task Force Operations & Logistics

- Confirmed membership from all constituent groups, including the designation of alternate members.
- Adopted a Community Agreement to support respectful and productive dialogue.
- Implemented a consensus-based decision-making model.
- Established a centralized Microsoft Teams site for document storage and communications.
- Created and refined a multi-year implementation timeline, with a projected rollout of the revised governance model in Fall 2026.
- Formed two working groups:
 - *Best Practices and Models Across the CCC System*
 - *Efficacy of SBVC's Current Governance Structure*

II. Campus Engagement and Communication:

- Aimed for transparency and feedback loops across all constituencies.
- Delivered regular progress updates to College Council, Academic Senate, and Classified Senate.
- Launched a dedicated [Participatory Governance website](#) to increase campus-wide access to information and updates.
- Actively promoted survey participation, with a focus on encouraging feedback from classified professionals.

III. Governance Resources Development:

- Reviewed and standardized governance terminology to support task force understanding and informed decision-making.
- Developed a glossary of governance-related terms to promote campus-wide clarity and consistency; this will serve as a living document, updated regularly to reflect evolving practices and shared understanding.

IV. Committee Structure Analysis and Refinement:

- Analyzed campuswide survey data and identified both structural and cultural barriers to effective participatory governance.
- Identified the need for formal processes for creating, revising, and deactivating committees, as well as for integrating policy review, budget prioritization, and institutional planning and implementation.



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- Conducted in-depth reviews of specific committees, including Basic Skills, Guided Pathways, SSSP, Student Equity, Guided Pathways, Honors, Campus Life & Commencement, Scholarships, Student Policies & Scholastic Standards, and Accreditation to determine opportunities for restructuring, role clarification, or realignment under governance or operational designation.

V. Key Themes Driving Recommendations

The following themes framed the Task Force's analyses, dialogue, and recommendations:

- *Structural Clarity & Alignment* – Clarify roles, responsibilities, and decision-making pathways.
- *Operational Stability* – Ensure governance consistency across academic and leadership cycles.
- *Efficiency & Streamlining* – Eliminate redundancy and align structures with institutional planning.
- *Transparency & Communication* – Improve access to information and promote inclusive engagement.

Summary of Recommendations

Recommendations were developed and submitted with supporting rationale to College Council, Academic Senate, and Classified Senate in Fall 2024 and Spring 2025:

- Maintain existing committee memberships from Spring 2024 through the 2024–2025 academic year and allow flexibility in Spring 2025 meeting schedules.
- Collaborate with Marketing, Creative Services & Public Affairs to establish a process that ensures committee chairs have editing access to their webpages, receive appropriate training, use standardized design templates, and are supported with a best practices FAQ.
- Sunset the existing committees: Basic Skills, Campus Life & Commencement, SSSP/Matriculation, Scholarships, Student Policies & Scholastic Standards, Honors, while ensuring essential functions are preserved.
- Advocate for dedicated resources to support the Honors Program and establish a faculty-led oversight structure under the Academic Senate.
- Remove Student Equity planning responsibilities from the Enrollment Management Committee.
- Establish a new Student Success Committee, integrating Guided Pathways and Student Equity planning, with temporary reporting to the Office of Institutional Research for one year.
- Shift oversight of the Accreditation & Outcomes Committee to a campus-wide governance body under College Council, reevaluate the faculty lead role, and adopt a tri-chair leadership model.
- Ensure division meetings are consistently scheduled and structured to support meaningful governance dialogue, information sharing, and participation by academic and classified constituencies.

VI. Accountability and Areas for Growth

In keeping with our commitment to reflective and responsive governance, the Participatory Governance Task Force also examined its own internal processes and identified key areas for improvement:

- Some constituents did not receive timely updates, resulting in communication gaps.
- Website content and document access protocols were delayed, limiting early transparency.
- Phased releases of recommendations and multiple governance reviews created tight timelines and occasional uncertainty across constituencies.
- Key implementation steps require careful coordination and follow-up, especially heading into Fall 2025.



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NEXT STEPS (Academic Year 2025-2026)

As the Task Force concludes its formal charge, the following actions will guide the transition toward full implementation:

- Finalize the Participatory Governance Handbook, including defined roles and responsibilities, the governance model, and decision-making flows.
- Comprehensive integration of the revised governance model into institutional planning and resource allocation processes.
- Engage all constituencies in reviewing final drafts to ensure campuswide understanding and feedback.
- Develop a *Participatory Governance Academy* to support onboarding and professional development for all constituent groups.
- Ensure timely follow-up and accountability for addressing identified areas of improvement and implementing approved recommendations.

Conclusion

The Participatory Governance Task Force was established to strengthen transparency, coherence, and effectiveness in SBVC's shared governance. Over the 2024–2025 academic year, it developed recommendations and resources to support a more inclusive and sustainable decision-making structure.