

SBVC College Council Agenda

Date: April 23, 2025

Location: Presidents Conference Room, ADSS 207

Time: 1:00 pm - 2:30 pm

Gilbert Contreras, SBVC President, Chair, Ernest Guillen, CSEA President, Andrea Hecht, Academic Senate President, Co-Chair, John Feist, Classified Senate President, **Dyami Ruiz-Martinez ASG President**, Thomas Berry, Jeffery Demsky, CTA President, Uvaldo (Aldo) Sifuentes-, Leticia Hector, Marco Cota, **Keith Bacon**, Rania Hamdy, **Danielle Graham**, Bethany Tasaka, Yvonne Gutierrez, **Celia Huston**, Joanna Oxendine, Jeremiah Gilbert-Proxy for Celia Huston.

16) Members

Guest: Luke Bixler, C

Minutes by: Noel Arciero

TOPIC	DISCUSSION and ACTION
Call to Order:	
1. Approval of Agenda	<ul style="list-style-type: none"> Dr. Contreras began the meeting at 1:03 p.m.
Approval of Minutes:	<ul style="list-style-type: none"> Dr. Contreras called for approval of the minutes from April 9, 2025. Corrections noted to the minutes. Minutes approved without further objections. B. Tasaka abstained from the vote.
President Report:	<ul style="list-style-type: none"> Dr. Contreras welcomed the Council, expressed gratitude for Black Student Success Week and the Black Mathematicians event at KVCR, and acknowledged civic engagement efforts with Ethnic Studies. He recapped his KVCR visit, commended Instructor Francisco Gonzalez and Aeronautics students for their Cabinet presentation, and praised the program's statewide distinction. He announced early planning for the August Leadership Retreat to align college leadership around key priorities.
3. Welcome- Dr. Contreras	
4. Academic Senate Report – A. Hecht (Information)	<ul style="list-style-type: none"> A. Hecht highlighted the Senate's progress, including bylaw updates and work on a district collaboration handbook. She mentioned attending the Spring Plenary with Thomas & Mary and shared that students will present their Centennial Project at the next Senate meeting.

<p>5. College Priorities – Dr. Contreras (Information)</p>	<ul style="list-style-type: none"> • Dr. Contreras provided an overview of initial draft priorities to be finalized at the upcoming Leadership Retreat. The purpose is to streamline the college’s 132 current goals, strengthen cross-campus collaboration, and align with the Educational Master Plan, Equity Plan, and CCCCCO Vision 2030. The retreat will also include review of the college mission, vision, and values, with attention to its HSI and BSI status. • Key Focus Areas: <ul style="list-style-type: none"> ○ Narrowing institutional goals. ○ Strengthening participatory governance. ○ Enhancing community, academic excellence, and employee support. ○ Identifying measurable targets. • Discussion Highlights: <ul style="list-style-type: none"> ○ Ensure alignment with district priorities and CCCCCO Vision 2030. ○ Clarify how priorities will be measured. ○ Include classified professionals and other frontline staff at the retreat. ○ Consider employee wellness as being a student centered College. ○ Explore inclusive participation and retreat logistics within budget constraints. • The retreat is tentatively scheduled at Lake Arrowhead Resort, with final logistics & participant lists still being developed.
<p>6. Centennial 100 Events update – P. Bratulin</p>	<ul style="list-style-type: none"> • Dr. Contreras provide an update on Centennial Events Update in P. Bratulin place on the progress being made on the 100 events to celebrate the centennial, with 55 events already identified. Additional events, such as Nurses Day, are being added as new activities are discovered. A professional expert will assist in organizing and coordinating these events, including managing facility requests and publicity. Plans to increase branding include early purchases of shirts

for the Valley Up Day on March 26, 2026, and developing campus branding to highlight the college's history and community.

- A Logo Concepts was shared, with varying styles and designs. Some logos align with current branding, while others incorporate elements such as the auditorium ceiling design. The logos are still being reviewed, with feedback gathered on their appropriateness for shirts, uniforms, and campus branding.
- Discussion Comments and Suggestions:
 - There was a suggestion to narrow the logo choices and involve the campus community in voting on the final design.
 - Some logos could be used for specific departments or areas (e.g., Classified Senate or the Foundation) with slight variations.
 - It was suggested that once logo options are narrowed down, the college community should vote to select the final design, ensuring broad participation. A friendly competition could be held to encourage engagement, possibly offering recognition to the group with the highest response rate.
 - A proposal was made to create a branding guide or booklet to ensure consistent use of logos and branding across the campus.
 - The importance of controlling the use of the brand and providing templates for departments to follow was discussed.
 - A recommendation was made to design logos that would work well in different contexts (e.g., on shirts, banners, or vehicles).
- Overall, there is a focus on finalizing the branding and ensuring all departments and groups are aligned for a unified centennial celebration.

<p>7. College Hours-Chief Bonnet (Action)</p>	<ul style="list-style-type: none"> • Chief Bonnet provided an update on efforts to establish official campus-wide hours. Currently, only individual programs post their own hours. The new plan aims to clearly define campus hours for safety and property protection purposes. • Rather than installing new signage throughout campus, existing entrance signs will be updated to indicate the campus is closed from 10:00 PM to 6:00 AM. The signage will reference Board Policy 3501 and include a QR code directing users to campus police resources. • The proposed timeline includes Board approval on May 8, sign and website updates during May and June, and an official launch on July 1. The intent is to promote safety, not enforcement — individuals on campus after 10 PM will simply be asked to notify campus police. Additional safety resources will also be made available online. • A motion was made to support the proposed campus hours. • The motion was unanimously approved by the group.
<p>8. Integrated ERP Technology project update – Luke Bixler (Information)</p>	<ul style="list-style-type: none"> • L. Bixler presented the Integrated ERP Project, which will consolidate the district’s finance, HR, payroll, and student systems into one unified platform for greater efficiency and improved data governance. • The selected system, Colleague, was chosen after evaluating multiple options. Security will be enhanced through centralized data and SOC 1 & SOC 2 audit compliance. • Project planning begins in 2026, with full implementation expected by July 2028. Next steps include stakeholder engagement, detailed planning, and sharing the presentation with the council.
<p>Vice President’s Reports:</p>	

<p>Accreditation and Student Learning Outcomes – C. Huston/ L. Hector/J. Oxendine</p>	
<p>Education Master Plan/Strategic Planning – J. Oxendine</p> <p>9. Participatory Governance Update Tabled from 4/9/25- J. Oxendine (Action)</p> <p>10. First Read Participatory Governance Recommendations vote- J. Oxendine & T. Vazquez (Action)</p> <p>11. Second Phase (First Read) Participatory Governance Recommendations – T. Vasquez (Information)</p>	<ul style="list-style-type: none"> • J. Oxendine shared a follow-up to the participatory governance timeline presented in the fall and earlier in spring. Green-highlighted items on the timeline indicate completed tasks (Jan–Mar), primarily around committee evaluations and early structure development. Writing activities have been delayed due to the heavy workload of establishing structure. The April items are in progress but not completed. The bulk of writing and final recommendations will occur in Fall 2025. • A motion of support was made and unanimously passed to recommend the extension of the existing MOU that grants 0.2 reassigned time for faculty members (Tatiana, Jeremiah, Anthony) through Fall 2025. • Clarification: This is a continuation of the current MOU terms—not an increase in reassigned time. • J. Gilbert proxy for C. Huston and reporting for T. Vazquez brought to the college council for vote on the March 25 recommendations, included committee terminology and practices. Both were reviewed and supported by the Academic Senate and Classified Senate have • Motion to approve the recommendations was made and passed unanimously. • J. Gilbert reported on Task Force Recommendations (April 4 – First Read) new recommendations were introduced for first read: <ol style="list-style-type: none"> 1. Deactivate the Scholarship Committee and restructure it as a task force under the Foundation. 2. Reconfigure the Accreditation Housing Committee: <ul style="list-style-type: none"> ○ Remove from Academic Senate Oversight. ○ Propose a tri-chair model.

	<ul style="list-style-type: none"> ○ Reevaluate faculty lead responsibilities. • These are not for action yet; they will be reviewed by other bodies. Concerns raised about: <ul style="list-style-type: none"> ○ Clear roles and timelines, especially for scholarships. ○ Oversight and accountability if housed under the Foundation. • Assurances were given that: <ul style="list-style-type: none"> ○ Faculty, classified, and admin voices will still be included in task forces. ○ The Foundation Director will continue oversight of scholarships (which is technically an auxiliary). ○ Timelines and structural clarity will be codified in the governance handbook.
<p>Program Review – J. Oxendine/D. Graham/B. Tasaka</p> <p>12. Program review update – J. Oxendine & K. Bacon</p>	<ul style="list-style-type: none"> • B. Tasaka provides an update on Program review sharing that Program Review Committee is finalizing trends and starting to plan for next year. Exploring new formats like interview-style submissions to make the process more accessible. A task force for faculty prioritization is being formed, with a proposal in the works for summer work. • Dr. Contreras informed the Committee the proposal will be submitted to the VPI's office and brought to the council for review and support. • Cabinet is reviewing current program review requests and allocations; some areas have not spent allocated funds. • A detailed funding update will be presented at the next College Council meeting.
District and Campus Committee Updates:	
Other:	<ul style="list-style-type: none"> • L. Hector shared the Accreditation Timeline and requested a motion of support. The Accreditation Committee presented a general working timeline as a follow-up to the recently adopted institutional set standard. The committee has already identified leads for each standard and plans to form working subgroups to gather the necessary data and evidence. The timeline is designed to help keep the college

	<p>on track, and at this time, there is no anticipated need for additional personnel. A motion of support for the timeline was brought forward and approved unanimously.</p> <ul style="list-style-type: none"> • B. Tasaka highlighted API Game Night (co-hosted with the Veterans Resource Center) and Island Grad scheduled for next week. Student-led events include: <ul style="list-style-type: none"> ◦ Tongva Oral History Project – May 5, 1PM–3 PM in the library viewing room. ◦ Film Screening- The Forgotten Pacific – May 6, 1PM–3 PM, focused on environmental justice. • Y. Gutierrez announced Rosie Esparza will begin as Interim Director of Financial Aid on April 28. Please welcome her to SBVC. • J. Feist announced the Classified Leadership Institute will be held June 24th –27th. He also shared the statewide resolution that has been passed to include Classified Professionals in Title V, aiming for greater recognition and support (e.g., reassigned time, participatory governance roles).
Adjournment:	<ul style="list-style-type: none"> • Meeting adjourn 2:37 P.M
<p>Next College Council Meeting Remaining Academic Year 24-25 Meetings-Bi-Monthly, 2nd & 4th Wednesday. LOOK AHEAD!</p>	<p>-Wednesday, May 14, 2025- 2 Hour Meeting!</p> <ul style="list-style-type: none"> • SP25 Summary/FA look ahead-C.H • Valley Up! Campaign 2025 -2028 • BSI Update • HSI Update • Parking Update – K. Bacon • Centennial Plans <p>-Wednesday, May 28, 2025 (Non-Meeting)</p>