



# College Council Minutes

1:00 PM - 2:30 PM | ADSS/207 | SEPTEMBER 10, 2025

## Voting Members: 14

Andrea Hecht [ ]

Tatiana Vasquez [ ]

Bethany Tasaka [ ]

John Feist [A]

Aida Gil [ ]

Maritza Portillo [ ]

Ernest Guillen [A]

Jeffrey Demsky [ ]

Lorrie Burnham [ ]

Rosario Esparza [ ]

Erik Morden [ ]

Uvaldo (Aldo) Sifuentes [A]

Alaysa Nash [ ]

Matthew Martinez [ ]

## Non – Voting Members: 9

Gilbert J. Contreras, Ph.D. [ ]

Joanna Oxendine [A]

Gabriel Martinez Lazaro [ ]

Keith Bacon [ ]

Leticia Hector [ ]

Yvonne Gutierrez-Sandoval [A]

Michael Layne [A]

Pavel Bratulin [A]

Blake Bonnet [A]

Director of Technology Services [ ]

## Guest:

Raymond Carlos

Marwin Luminarias

Marie Maghuyop

## Upcoming Meeting Dates –

### 2025–2026 Academic Year

- 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. Reorganization Timeline – Dr. Contreras / A. Hecht
- F. Program Review – Reallocation from Spring 2025 – K. Bacon / G. Martinez Lazaro

## 4. Information Items

- G. Valley Up! Initiative, 2025-30. – Dr. Contreras / Y. Gutierrez-Sandoval
- H. Centennial 100 Years Update - Celebrating 100 Years – P. Bratulin / B. Bray
- I. District and Campus Updates
- J. Rebranding Student Life – M. Luminarias / M. Maghuyop
- K. SBVC Committee Structure – Dr. Contreras / T. Vasquez
- L. Other Announcements

## 5. Adjournment

# 1. Call to Order

## A. Approval of Agenda

- The meeting was called to order by Dr. Contreras at 1:05 p.m.
- Dr. Contreras welcomed everyone to the first College Council meeting of the academic year, emphasizing the excitement and importance of the Council's work in shaping the future of the college.
  - ***With no objections, the agenda was approved as posted, with a note to add the ASG report as a standing item for future agendas.***

## B. Approval of Minutes

- Dr. Contreras called for review and approval of May 14, 2025, minutes.
- Noting that not all current members were present at the previous meeting.
- Members who were not present may abstain from voting.
  - ***Motion by J. Demsky, seconded by B. Tasaka - minutes approved without objection.***

# 2. Reports

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

- Dr. Contreras welcomed members to the first College Council meeting and referenced a handout outlining the Council's charge, representation, and role as the primary recommending body under participatory governance. Recommendations may come from any campus group (ASG, Classified Senate, Academic Senate, etc.), go to the President, then to Executive Cabinet, and return with a decision or implementation edits. He noted last year's refinements to ensure inclusivity; the updated membership (approved May 14) is now in effect.
- He emphasized inclusivity and representation, noting last year's refinement of Council membership and structure. He highlighted 2025–26 as a critical year, focusing on Centennial celebrations (100 years of SBVC), a college-wide reorganization, refinement of the Strategic Plan and the Valley Up initiative, strengthened participatory governance and committee structures, and the ongoing work of the HSI Task Force, BSI Task Force, and Academic Senate. He stressed the Council's importance in shaping the college's direction, expressed appreciation for members' service, and encouraged collaborative, productive work.

- Dr. Contreras gave updates on enrollment with more than 15,750 students, and efficiencies have improved.
- Dr. Contreras shared Centennial celebrations continue with strong energy and campus pride. In Athletics, the football program has resumed.
- Dr. Contreras opened a discussion on the use of proxies at College Council, noting prior experience that proxies typically do not vote since members are expected to represent their constituencies in person. Proxies may attend, but voting by proxy can undermine consistency of representation.
- Committee members expressed:
  - Support for allowing prepared proxies to vote, emphasizing continuity of the seat and the need for briefing/training so proxies are informed rather than merely “covering the seat.”
  - It was recommended due to Brown Act transparency practices, that when known in advance proxy names and it be listed on the agenda and that absent members do not direct how a proxy should vote.
  - It was further noted that proxies can help maintain quorum even if they do not vote.
- Dr. Contreras acknowledged these points and recommended returning the matter as a formally agendized action item for a clear Council recommendation. No vote was taken until a policy is adopted, current practice remains in place, with proxies able to attend and voting expectations following existing norms.

#### D. Academic Senate Report – A. Hecht

- A. Hecht noted she had recently been in a car accident but is doing well. She clarified that she is currently a voting member of College Council—unlike last year—and plans to discuss membership details with her Executive Team. She expressed support for allowing proxies to vote when they are fully briefed and able to represent their constituency, noting she may need proxy support at times given her responsibilities.
- Updates from the Senate included:
  - EOPS Counselor Recruitment, hiring process is moving forward; three faculty assigned to the hiring committee along with Dean of Arts & Humanities.
  - Add Code Language Update, website language was updated students now see clear instructions on how to obtain add codes without confusion.
  - Peer Evaluations Assignments will be distributed soon, led by Jamie Salyer.

- T. Vasquez informed that the internal Committee Structure, Senate reviewing structure to strengthen faculty representation and ensure alignment with 10+1 for academic and professional matters.
- Participatory Governance & Reorganization, Senate actively discussing the broader reorganization effort and what role Senate feedback should play in shaping changes.

### 3. Action Items

#### E. Reorganization Timeline – Dr. Contreras / A. Hecht

- Council reviewed the handout “Reimagining San Bernardino Valley College: A Fresh Start for Our Next Century,” outlining a clear process to gather campus input on a college-wide reorganization. The effort began with Opening Day announcements and division meetings; members were reminded to share the timeline with their constituencies and bring feedback back to Council. Key concepts include aligning areas that do not currently appear on the org chart, addressing growth areas (e.g., planning for the Multicultural Center in the new Student Services building), reducing duplication, and consolidating functions to “work smarter, not harder.” An initial draft org chart is being developed using planning documents, vacancies, and current recruitment.
  - Key dates: Town Halls the week of Oct 13; revised draft with detailed changes available for campus review in the Library Viewing Room the week of Oct 20; participatory governance review to follow.
  - Target approval: Last College Council meeting of the fall, to allow sufficient time for budget/position control and potential moves before a July 1 go-live.
  - Access/Engagement: Town Halls are open to the whole campus, including students; broad posting and signage planned.

▪ ***Motion by L. Burnham, seconded by T. Vasquez, approved unanimously.***

#### F. Program Review – Reallocation from Spring 2025 – K. Bacon

- VPAS Bacon provided an update on the \$350,000 that was allocated for Program Review. A \$40,000 item was funded in error, requiring reallocation. During cleanup, a ranked item that had been omitted was identified and \$10,000 was directed to it. Remaining dollars were redistributed down the funded list.
- Highlighted reallocations / Instructional equipment:
  - Science/Biology Respiratory Models — \$1,948

- Half-life Size Human Circulatory Models — \$2,100
  - Plasticized Heart Model — \$25,952 (of \$42,000 requested)
- (Total Program Review allocation unchanged; funds were reshuffled.)
- Request for communication with Program Review co-chairs be looped in when reallocations occur and provided a digital updated list to share with committees.
- Who receives the call for Program Review submissions in Student Services?
  - It should go to deans/managers and operational leads (e.g., transfer, counseling, program coordinators). Council encouraged Executive Cabinet to ensure that Program Review request disrupted widely.
    - ***Action: Motion by T. Vasquez, seconded by L. Burnham, approve reallocation changes. Approved unanimously.***

## 4. Information Items

### G. Valley Up! Initiative, 2025-30 – Dr. Contreras

- Dr. Contreras shared an update and referenced a draft emailed two weeks prior outlining immediate actions following the Valley Up Leadership Summit. Emphasizing the focus on visible action routed through participatory governance. Focus & structural alignment included:
  - Emphasis on Student Engagement and Student Jobs for 2025–26.
  - Research Office moved under VPSS to support Valley Up.
  - Build a crosswalk from the Master Plan's goals to a tighter framework: guiding principle Advancing Community and four priorities.
  - Career & Transfer; Health & Safety; Boldly Student-Centered; Opportunities for All, that aligned with DEIA core Values.
- Next steps once the moratorium on budget transfers is lifted in the coming weeks, Vice President of Administrative Services Keith Bacon will email each area to confirm where funds were transferred, including the amounts, accounts, and purpose of each transfer.
- This led to a discussion to clarify the funding. Questions included:
  - Are the one-time \$375k Valley Up funds different from the one-time Program Review funds?
  - If programs need ongoing support, for example a coordinator/counselor, how can these funds be increased or made recurring?

- How do groups access these dollars — what is the procedure and who do we contact?
  - Are the allocations tied to specific uses, or will managers decide how they're used.
  - Will units be required to report how the funds were used (deliverables/outcomes).
- Dr. Contreras stated that - Yes—the \$375k Valley Up allocations are separate from Program Review and are one-time dollars sourced from vacancy savings created by the timing of last year's hires. Because they are one-time, they're not intended for recurring positions; ongoing needs should be routed through the college's staffing request processes (to be finalized/standardized this year) and may also be prioritized through the reorganization effort. To access the funds, once the budget-transfer moratorium is lifted, VPAS Bacon will notify areas where transfers land and assign a manager to each allocation. That manager will work with the unit to scope use and develop a brief budget plan. The intent of these funds is Student Engagement and Student Jobs, the college is not prescribing a single use per unit—assigned managers will align proposals to that intent.
- Finally, Council members recommended light reporting on use and outcomes; VPSS Gutierrez-Sandoval will build this into Valley Up tracking so units provide a concise accounting of how funds were spent and what they achieved.

#### H. Centennial 100 Years Update – Celebrating 100 Years – B. Bray

- Centennial Event Coordinator B. Bray provided an update on the Centennial celebrations, noting that more than five events have already taken place and thanking Marketing and campus colleagues for their support and collaboration. She emphasized her goal of ensuring events reflect both campus and community engagement, aiming for activities that welcome at least 100 participants and allow public involvement. She encouraged members to share events with her directly so they can be added to the centennial calendar.
- Recent activities included a highly successful Hispanic-Serving Institution (HSI) celebration, where approximately 300 students participated. Information tables, resources, and refreshments were provided, and the event was so well-received that a second session was scheduled the following day. Upcoming events include:
  - Sept 14 – Football game with mariachi, anthem singer, first responder recognition.
  - Sept 16 – SBC Votes civic engagement event.

- Sept 17 – Volleyball match; Dr. Contreras to perform ceremonial serve.
  - Sept 18 – Back-to-School BBQ (Famous Dave's), vintage board games, Centennial T-shirts.
  - Sept 19 – Women's soccer game in football stadium with alumni invited.
  - Oct 3 – Groundbreaking for Student Services Building; burritos and Centennial hard hat giveaways.
  - Oct 12 – Poncho Sanchez Latin Jazz Concert at the Greek Theatre.
- Mini volleyballs and soccer balls have been ordered for distribution during games, though delivery is still pending.
- Committee members shared upcoming events such as Heritage Programming: Hispanic Heritage Month kickoff with Dr. Gina Ann Garcia keynote, student "Lunch & Learn," and campus celebration; API Association preparing Filipino American History Month events.
- Suggestions raised: On the creation of Centennial board games (e.g., SBVC Monopoly and possible return of homecoming.
- Committee members inquired about distributing Centennial swag and merchandise:
  - Questions were raised regarding how individuals can obtain Centennial shirts, Valley Up shirts, and jerseys, given the high demand.
  - Concerns were expressed about where merchandise should be stored and managed; suggestions included centralizing in the President's Office or Marketing Department.
  - Emphasis was placed on prioritizing students in distribution, as student engagement is the primary intent of the promotional items.
  - Members highlighted the need for clear, transparent, and equitable distribution processes, to avoid situations where individuals bypass events and request items directly.
- Dr. Contreras asked for College Councils help in letting people know how Centennial Swag is distributed:
  - Distribution will remain tied to campus events to encourage participation and engagement.
  - Marketing and the President's Office will coordinate on storage, management, and release of items to ensure equity and transparency.
  - Allocation of merchandise for student-focused events will be prioritized, with additional review of possible division-level engagement opportunities.

## I. District and Campus Updates

### ➤ Rebranding Student Life – R. Carlos / M. Luminarias / M. Maghuyop

- R. Carlos introduced the proposal to rebrand *Student Life* as Student Life & Leadership, reflecting the office's expanded role beyond clubs and ASG to include civic engagement (e.g., SBVC Votes Task Force).
- Leadership was highlighted as an action that extends beyond graduation and supports holistic student development under Student Engagement & Wellness.
- M. Luminarias noted the change aligns with other community colleges that have transitioned to "Student Life & Leadership." He emphasized the importance of recognizing leadership through ASG and ICC.
- M. Maghuyop provided additional context:
  - Distinction from Basic Needs and Pantry, which expanded during the pandemic.
  - Focus on leadership development (clubs, ASG, ICC, student employees; potential peer mentorship in future).
  - Civic engagement (SBVC Votes, volunteer/service opportunities, Day of Service, student ambassadors).
  - Belonging & connection (heritage months, cultural events, special graduations, potential resource centers).
  - Proceed with rebranding as Student Life & Leadership to better reflect the office's purpose and future growth.

## J. SBVC Committee Structure – Dr. Contreras / T. Vasquez

- Dr. Contreras thanked the Participatory Governance Task Force for its recommendations last year to streamline committees and strengthen decision-making processes.
- Goals:
  - Reduce the number of committees.
  - Ensure committees have deliverables, timelines, and clear reporting structures.
  - Clarify which committees fall under Academic Senate (10+1) vs. College Council.
- T. Vasquez shared:
  - Task Force includes representatives from faculty, classified, management, and students.



- Reviewing models from other colleges to improve effectiveness.
  - Areas under review: Institutional Effectiveness (EMP implementation), Budget Committee (membership and purpose), and potential alignment of Technology and Facilities.
  - Committees must report progress to College Council, Academic Senate, Classified Senate, and Student Senate.
  - Draft recommendations are expected by late October.
- Dr. Contreras thanked Gabriel Martinez Lazaro for stepping in as Acting Dean of Research & Institutional Effectiveness and supporting committees despite limited staffing.

## K. Other Announcements

### ➤ Associated Student Update – A. Nash / M. Martinez

- A. Nash reported that ASG now has five members, has held its first meeting, and students will begin serving on committees.
- ASG expressed interest in forming a Spirit Team to promote campus pride through chants, coordinated outfits, and event participation (without stunts).
- Challenges: Cannot operate as a club due to liability; cannot fall under Dance without a formal curriculum requiring governance approval.
- Recommendation: Pilot a Spirit Squad under Student Life & Leadership with possible support from a short-term coach. If interest continues, explore a curriculum-based program in consultation with VPSS, Dean of Student Engagement & Wellness, and Risk Management.
- B. Tasaka shared Program Review has a Workshop Zero scheduled for October 3 (Zoom). Theme for Year 3: *Demand and Relevancy*. Session will provide orientation and support for divisions beginning program review.
- G. Martinez Lazaro announced that SBVC selected for an RP Group pilot research internship in partnership with Dr. Graham, building on prior classroom research projects.
- A. Gil shared that Undocumented Student Action Week is planned for the second week of October, featuring a series of events.
- J. Demsky informed Council the faculty union's Political Action Committee (PAC) is actively supporting Proposition 55, which extends an existing tax funding K–12 and community colleges. Expiration would mean a \$12M loss for the district. Faculty will present in support at the upcoming Board meeting.
- Dr. Contreras reminded the group that the Board Report will be shared at tomorrow's Board of Trustees meeting and is also posted on the college

website. He also noted that the Foundation Board meets later today at 5:00 p.m. in ADSS 207; VPAS Bacon will deliver the President's Report on his behalf.

- Looking ahead, he highlighted the upcoming District Olympics on September 26 at Crafton Hills College. Encouraged participation in the District Olympics on September 26 at Crafton Hills College, noting SBVC's third place finish last year and hopes for improvement during the Centennial year.
- Announced SBVC will host the District Olympics on October 17, 2025, including lunch, a community gathering, and opportunities to showcase Valley Pride.

## **5. Adjournment - Meeting adjourned 2:28 pm.**