



Office of The President

TO: San Bernardino Valley College

FROM: Gilbert J. Contreras, Ph.D., President *Gilbert J. Contreras*

RE: Update: Recommendations from Participatory Governance Task Force

DATE: February 11, 2026

Dear San Bernardino Valley College,

I send this memorandum to provide an update on the status of the recommendations sent forward by the Participatory Governance Task Force and supported by College Council.

October 25, 2024 Recommendations

RECOMMENDATION 1

Continue the current F'24 campus committees and their membership into Spring 2025.

This recommendation was implemented.

RECOMMENDATION 2

Allow flexibility to campus committees to select meeting times for Spring 2025 if they meet the current membership needs while respecting district-level meeting schedules.

This recommendation was implemented.

February 12, 2025 Recommendations

RECOMMENDATION 1

The Participatory Governance Task Force recommends that a process be created, with Marketing, Creative Services & Public Affairs, to ensure committee chairs are provided the appropriate editing permissions for their respective committee websites.

The spirit behind this recommendation is supported, however the College is still exploring the use of administrative assistants for this purpose in the redesign of the committee structure beginning in the 2026-27 academic year. It is reasonable to expect that the administrative assistants for the management co-chairs complete this task.

The PGTF is also recommending that requisite training be provided to chair(s) and/or appropriate committee leads, webpage design templates are made available, and “best practices” FAQs are provided.

This recommendation is supported and will be implemented in the new committee structure. The participatory governance training academy will address this recommendation as well during the 2026-27 academic year.

March 25, 2025 Recommendations

RECOMMENDATION 1

That the College adopt the proposed initial version of committee terminology (attached) as a working reference document to guide all future governance and committee-related discussions.

The spirit of recommendation 1 is supported, however the design of the 2026-27 committee structure by the Participatory Governance Task Force has evolved since March 2025. For example, the proposed committee structure does not include committee categories (e.g. Operational Committee, Ad Hoc Committee, etc.)

RECOMMENDATION 2

That the College deactivate the Campus Life and Commencement Committee and reassign its responsibilities to the appropriate administrative office(s), manager(s), or, as needed, through a task force under a relevant parent committee.

This recommendation is supported and the College will encourage collegial consultation in these areas.

March 25, 2025 Recommendations (continued)

RECOMMENDATION 3

That the College deactivate the Basic Skills Committee and reassign its responsibilities to a relevant parent committee, such as the Curriculum Committee, where related work can continue through task forces or subcommittees as funding and faculty capacity allow.

This recommendation was supported and implemented.

RECOMMENDATION 4

That the College reorganize the responsibilities of the Honors Committee under the Academic Senate thus deactivating it as a campus-wide committee, and formally establish the Honors Program as an institutional initiative with appropriate resource allocation to support its coordination and growth.

This recommendation was supported, however since March 2025 the College reorganization plan has slightly impacted this recommendation. The College awaits guidance and recommendations from the Academic Senate regarding faculty purview with the approach to Honors.

RECOMMENDATION 5a

That the College establish a Student Success Advisory Committee as a participatory governance body under the purview of Research, Planning, and Institutional Effectiveness during the 2025–2026 academic year. This committee will serve in an advisory capacity without decision-making authority and, during the 2025–2026 academic year, will report to the Office of Research, Planning, and Institutional Effectiveness.

This recommendation was supported with the caveat that the Student Success Advisory Committee report to College Council.

RECOMMENDATION 5b

That the College reorganize the Enrollment Management and Student Equity Committee by transferring the Student Equity responsibilities and functions to the newly established Student Success Advisory Committee. This shift reflects the growing need to centralize student success efforts within a governance structure that can support institution-wide planning and coordination.

This recommendation was supported and implemented.

March 25, 2025 Recommendations (continued)

RECOMMENDATION 5c

That the College merge the Guided Pathways Committee and Student Equity Plan committee into the newly established Student Success Advisory Committee.

This recommendation was supported and implemented.

RECOMMENDATION 5d

That the College deactivate the Student Success and Support Program (SSSP)/Matriculation Committee and reassign its responsibilities to the appropriate administrative office(s) or manager(s), as its functions are primarily operational and better suited to administrative oversight.

This recommendation was supported and implemented.

April 4, 2025 Recommendations

RECOMMENDATION 1

Recommend deactivating the Scholarship Committee and restructure into a task force that supports clearer organization and accountability. Volunteer application review groups formed by the Foundation Director should include equitable representation from faculty, classified professionals, and other key interest-holders.

This recommendation was supported and implemented. It is important to note that substantial improvements in the Financial Aid department have impacted this recommendation as well.

Recommendation 2

This is a multi-part recommendation focused on reorganizing the Accreditation and Outcomes Committee.

First, we recommend that the committee be removed from the formal oversight of the Academic Senate.

This recommendation was supported and will be implemented under College Council under the redesigned committee structure for 2026-27.

April 4, 2025 Recommendations (continued)

Second, we propose the adoption of a tri-chair leadership model, consisting of a classified professional representative, a faculty representative, and a manager, thus ensuring balanced representation and shared responsibility.

This recommendation was supported and will be implemented under College Council under the redesigned committee structure for 2026-27.

Third, we recommend a reevaluation of the dedicated faculty lead role, with specific attention to its current responsibilities, scope, and potential overlap with administrative functions of the VPI and/or the Division of Research, Planning, and Institutional Effectiveness.

This recommendation was supported and will be evaluated as part of the committee redesign for 2026-27.

April 26, 2025 Recommendations

RECOMMENDATION 1

It is recommended to deactivate the Student Policies and Scholastic Standards Committee and direct the Vice President of Student Services to delegate tasks not within the committee's original charge to the appropriate administrative units. The Vice President shall also collaborate with faculty to implement a structured review process and formally establish an appropriate panel for the evaluation of academic petitions.

The spirit of this recommendation is supported, however the VPSS will provide additional details as part of the reorganization to be implemented July 1, 2026.

RECOMMENDATION 2

It is recommended that Administration prioritize the intentional structuring of division meetings to ensure they provide dedicated time and meaningful opportunities for academic and classified constituencies to engage in governance-related dialogue, exchange critical information, and participate actively in institutional decision-making processes. To uphold transparency, accountability, and effective shared governance, these meetings must also be scheduled at consistent and meaningful intervals and maintained as a standing practice in all future academic years.

This recommendation was supported and will be implemented in 2026-27.

October 24, 2025 Recommendations

RECOMMENDATION 1

Creation of a Planning and Resource Allocation Committee (PRAC)

This recommendation was supported and will be implemented under College Council under the redesigned committee structure for 2026-27.

RECOMMENDATION 2

Creation of an Institutional Effectiveness Committee (IEC)

This recommendation was supported and will be implemented under College Council under the redesigned committee structure for 2026-27.

RECOMMENDATION 3

Creation of an Educational Policies & Procedures Committee (EPPC)

This recommendation was supported and will be implemented under College Council under the redesigned committee structure for 2026-27.

RECOMMENDATION 4

Reaffirmation of the Accreditation Committee (AC)

This recommendation was supported and will be implemented under College Council under the redesigned committee structure for 2026-27.

RECOMMENDATION 5

Creation of a Facilities, Safety, and Technology Committee (FSTC)

This recommendation was supported and will be implemented under College Council under the redesigned committee structure for 2026-27.

October 24, 2025 Recommendations (continued)

RECOMMENDATION 7

Adopt a quad-chair leadership model for all participatory governance committees.

This recommendation is not supported at this time. The College will evaluate a tri-chair model for 2026-27. The Participatory Governance Task Force recommended a tri-chair model for the Student Success Advisory Committee on April 4, 2025. The spirit of participatory governance celebrates the contributions of each constituency group and recognizes the purview of each constituent group. A quad-chair model is not necessary to accomplish this objective.

