# College Council Minutes

1:00 PM – 2:30 PM | B-100 | September 23, 2026

**All meetings are recorded for minute purposes only.**

Voting Members: 14

Tatiana Vasquez [ ]
*Academic Senate*
Amy Avelar [ ]
*Academic Senate*
Debbie Orozco [ ]
*Academic Senate*
Kevin Moreno [ ]
*Classified Senate*
Cynthia Bernal [ ]
*Classified Senate*
Amber Martin [ ]
*Classified Senate*
Ernest Guillen [ ]
*CSEA*
Denise Knight [ ]
*CTA*
Lorrie Burnham [ ]
*Instructional Manager*
Rosario Esparza [ ]
*Student Services Manager*
Erik Morden [ ]
*Administrative Services Manager*
Uvaldo (Aldo) Sifuentes [ ]
*Presidential Manager*
Jolene Ruiz [ ]
*ASG*
Jasmine Campos [ ]
*ASG*

Alternates: 6

Jessy Lemieux [ ]
*Academic Senate*
Nathan Yearyean [ ]
*Classified Senate*
Aida Gil [ ]
*CSEA*
(Vacant) [ ]
*CTA*
Korey Lawson [ ]
*Manager*
Adrian Iglesias [ ]
*ASG*

*Please note that alternates only vote when serving in place of a voting member who may be absent. Please refer to the College Council Charge & Membership for further details.*

## 1. Call to Order

### A. Approval of Agenda

- The meeting was called to order at 1:04 p.m.
- Dr. Contreras requested that Item 4J, Enterprise Resource Planning (ERP), be tabled/postponed at the request of R. Carlos.
    - **With no objections, the agenda was approved as amended.**

### B. Approval of Minutes – September 9, 2026

- Members were provided with time to review the April 29, 2026, minutes.
    - **T. Vasquez moved to approve September 9, 2026, minutes; K. Moreno seconded. The motion carried, with E. Guillen abstaining.**

## 2. Reports

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

- Dr. Contreras recognized Student Life and student leaders for Blue's Birthday Bash and thanked campus groups for activities held during HSI Week and Hispanic Heritage Month.
- He shared updates regarding recent community engagement activities highlighting SBVC's Centennial and the college's contributions to surrounding communities.
- Dr. Contreras provided an update regarding the upcoming Campus Olympics and encouraged campus participation.
- He announced the upcoming home football game against Fullerton College and invited employees, their families, and students to a pregame reception from 5:00–5:30 p.m.
- In response to a member's question regarding whether offices would be permitted to close to allow classified professionals to participate in Campus Olympics, Dr. Contreras stated that communication would be provided regarding office closures and student service coverage. He noted that while general office closures have occurred for the event in the past, some areas may remain open to ensure continued student access to services.

Non-Voting Members: 10

Gilbert J, Contreras, Ph.D. [ ]
*President*
Keith Bacon [ ]
*Vice President of Administrative Services*
Leticia Hector [ ]
*Vice President of Instruction*
Yvonne Gutierrez-Sandoval [ ]
*Vice President of Student Services*
Jesse Neimeyer-Romero, Ed.D. [ ]
*Executive Assistant to the President*
Michael Layne [ ]
*Executive Director of Foundation*
Tammy Mathis [ ]
*Director of Grants*
Pavel Bratulin [ ]
*Director of Strategic Comm. & Marketing*
Blake Bonnet [ ]
*SBCCD Chief of Police*
Noel Arciero [ ]
*Admin. Assistant II, Office of the President*

Upcoming 2026-2027 Meeting Dates

October 14, 2026
October 28, 2026
November 4, 2026
November 18, 2026
December 9, 2026
*2 Hour Meeting*
February 10, 2027
February 24, 2027
March 10, 2027
March 24, 2027
April 14, 2027
April 28, 2027
*2 Hour Meeting*

Important Dates for Next Meeting

October 2, 2026
*Agenda Items Due by 1:00 PM*
October 8, 2026
*Documents Due by 1:00 PM*
October 9, 2026
*Agenda Posted by 1:00 PM*

- Dr. Contreras thanked committee members for their flexibility and participation as the new participatory governance committee structure continues to be implemented and strengthened.

D. Academic Senate Report – T. Vasquez

- T. Vasquez provided updates regarding Academic Senate subcommittees, including Elections, Policies and Procedures, and Personnel Policy.
- Current work includes part-time senator elections, review of Board Policies and Administrative Procedures, academic renewal and graduation requirements, and selection of peer evaluators for faculty evaluations.
- The Faculty Learning and Innovation Committee is developing a rubric to guide allocation of faculty conference funding. Recommendations are anticipated for Academic Senate consideration in October.
- T. Vasquez noted that approximately $30,000 is available for conference funding and emphasized the need for a clear and equitable process given the number of full- and part-time faculty who may seek professional development support.

## 3. Action Items

E. College Council Charge and Membership Update – Dr. Contreras / J. Neimeyer-Romero

- Dr. Contreras provided background regarding the continued development of the College Council Charge and Membership, noting that the document reflects more than a year of review and input regarding the Council's purpose, membership, representation, and operations. He emphasized the importance of periodically revisiting governance processes to support inclusive decision-making and ensure they continue to reflect the needs and voices of the college community.
- J. Neimeyer-Romero presented revisions developed following the September 9 College Council discussion. Updates included clarification of the applicable San Bernardino Community College District Board Policies and Administrative Procedures; expectations of voting members and the recommendation process; the College President's role and prerogatives as chair; consultation with the Vice Presidents regarding management appointments; the ability of resource participants to serve as voting members when appropriately appointed; documentation of approval and revision dates; assignment of procedural responsibilities; and procedures for alternates when multiple voting members from the same constituency are absent.
- Members expressed support for documenting approval and revision dates to preserve institutional history and discussed the importance of establishing a regular review cycle to ensure the Charge and Membership and other governance documents remain current and effective.
- Members expressed support for documenting approval and revision dates to preserve institutional history and discussed the importance of establishing a regular review cycle to ensure the Charge and Membership and other governance documents remain current and effective.
- Members also discussed the value of resource participants in providing relevant expertise and perspectives from faculty, classified professionals, students, managers, and other campus representatives to strengthen College Council discussions and recommendations.
    - **L. Burnham moved to approve the revised College Council Charge and Membership; R. Esparza seconded. The motion carried without opposition or abstentions.**

F. Valley Up Initiative, 2025-2030 (Second Read) – Y. Gutierrez-Sandoval

- Dr. Contreras presented the Valley Up Initiative on behalf of Y. Gutierrez-Sandoval and noted that the item had returned following the additional review time requested by Associated Student Government at the September 9 meeting.
- ASG representatives reported their support for the initiative and recommended moving forward with approval.
    - **J. Ruiz moved to approve the Valley Up Initiative, 2025–2030; E. Guillen seconded. The motion carried without opposition or abstentions.**

G. Accreditation Institutional Self-Evaluation Report (ISER) Final Draft (Second Read) – L. Hector

- L. Hector presented the Institutional Self-Evaluation Report (ISER) Final Draft for second read and reported that the document had been distributed to the college's constituency groups, including Associated Student Government, for review and approval.
- She noted that Academic Senate had already approved the document and requested College Council's approval as the next step in the process.
    - **L. Burnham moved to approve the Accreditation ISER Final Draft; D. Orozco seconded. The motion carried without opposition or abstentions.**

## 4. Information Items

H. Overview of Facilities, Safety, and Technology Committee – U. Sifuentes

- U. Sifuentes provided an update on the newly established Facilities, Safety and Technology (FST) Committee, noting that the committee has selected its voting members and tri-chairs and reviewed its charge. The committee will provide recommendations to College Council related to facilities and infrastructure, campus safety and wellness, technology, sustainability, and campus planning and improvement efforts.
- U. Sifuentes shared that the committee is developing a request workflow to provide a process for campus requests to be reviewed at the appropriate operational level and, when necessary, elevated to the FST Committee for further research and development of recommendations to College Council.
- Members discussed the importance of clearly distinguishing routine committee requests from urgent facilities or safety concerns. It was clarified that immediate or emergency concerns should be reported directly to the appropriate department or administrator rather than waiting for review by the committee.
- Chief Bonnet provided an update regarding the Great ShakeOut scheduled for October 15 at 10:15 a.m., including campus evacuation procedures, the evacuation site map, and the planned command post. He noted that the FST Committee will provide input regarding campus safety training and that future training efforts will include active-shooter preparedness and tracking the outcomes of campus safety activities.
- The committee will also conduct a campus safety walk during the academic year to identify facilities and safety concerns, including lighting, landscaping, pavement, and other infrastructure needs.
- Dr. Contreras requested that the committee return to College Council near the end of the academic year, approximately April, to report on findings and recommendations resulting from the campus safety walk.

I. Faculty Prioritization 2027-2028 – Dr. Contreras

- Dr. Contreras presented the proposed faculty recruitment plan for 2027–2028, identifying 24 faculty positions the college intends to recruit. He explained that the positions were identified from vacancies carried forward from 2025–2026, positions resulting from the Supplemental Early Retirement Plan (SERP), and other faculty vacancies.

He noted that several Counseling and Nursing recruitments from the previous year were carried forward due to recruitment challenges and the need for a more intentional hiring process.

- Dr. Contreras reviewed the process used to develop the proposed recruitment list, which considered previous Program Review recommendations, division rankings, student demand, FTEF and enrollment data, existing Academic Senate faculty prioritization processes, and institutional and program needs. He noted that several recruitment areas were changed from the disciplines in which the original vacancies occurred based on these considerations and emphasized the need to invest in faculty positions that support enrollment growth and student experience.
- Dr. Contreras clarified that the 24 positions are not listed in priority order, but represent the faculty recruitments the college intends to pursue for 2027–2028. Should significant budget or funding changes occur, the college would reassess institutional priorities rather than use the numerical order of the list to determine which positions would move forward.
- Members discussed concerns regarding the previous Program Review and faculty prioritization process, including the absence of a committee-level ranking during the previous cycle and the need for greater clarity and transparency regarding the criteria used to determine faculty recruitment priorities. Academic Senate representatives acknowledged concerns with the previous process and discussed the need to update the existing faculty prioritization process and 2015 flowchart.
- Members also discussed the proposed reassignment of a Communication Studies position to Ethnic Studies, with concerns raised regarding Communication Studies staffing levels, student demand, and changes to transfer requirements. Additional discussion addressed how previous faculty staffing changes and available Program Review, division ranking, and enrollment information were considered in developing the proposed recruitment list.
- Members discussed Counseling faculty recruitment and support for specialized student populations, including Guardian Scholars/NextUp. Dr. Contreras explained that the college is examining a more centralized counseling model in which counselors may maintain general counseling responsibilities while receiving assignments to specialized programs or learning communities. He stated that assignments would be structured to comply with applicable categorical funding requirements while maintaining appropriate counseling access for students.
- Academic Senate representatives reported that work will continue to strengthen the faculty prioritization process, including consideration of updated criteria and a rubric incorporating quantitative and qualitative data and possible development of a faculty prioritization task force. Dr. Contreras stated that administration will collaborate with Academic Senate to establish a clearer process and timeline for evaluating both faculty growth and vacancy positions in future recruitment cycles.

J. Enterprise Resource Planning (ERP) – R. Carlos

- Tabled item.

K. SBCCD Strategic Plan Update – Dr. Conteras

- Dr. Contreras presented an updated timeline for the San Bernardino Community College District Strategic Plan, noting that a revised version had been provided since the previous College Council meeting. He identified a modification to the timeline while noting that the overall strategic planning process and direction remain unchanged.

- Dr. Contreras emphasized the importance of strategic planning and its connection to facilities, instructional programs, institutional priorities, and the Valley Up Initiative. He noted the college's continued efforts to focus and align its goals around student success and collaborative institutional planning.
- The updated timeline was provided to College Council for information. No questions or additional discussion were raised.

L. SBCCD Strategic Directions (First Read)- Dr. Contreras

- Dr. Contreras presented the draft SBCCD Board Strategic Directions for 2028–2035, noting that the Board of Trustees reviewed and reaffirmed the District's four overarching goals during its summer retreat. The current planning process is focused on further developing the strategic directions and objectives associated with those goals.
- Dr. Contreras explained that the District is seeking college and constituent input as the strategic directions are finalized. While the Board will ultimately approve the strategic directions, feedback from the colleges and District community will help ensure that the final language reflects institutional priorities and values.
- College Council members were asked to share the draft strategic directions with their respective constituent groups and solicit feedback on the proposed language.
- The SBCCD Board Strategic Directions, 2028–2035 will return to College Council at a future meeting for additional review and consideration of constituent feedback.

M. Undocumented Student Support Task Force – E. Guillen / Y. Gutierrez-Sandoval

- E. Guillen provided an update regarding the Undocumented Student Support Task Force, which was established to support the college's undocumented and LGBTQ+ communities in response to concerns affecting these populations.
- E. Guillen explained that following a change in leadership at the end of the spring semester and the restructuring of the college's participatory governance committees, the task force did not have a clearly identified placement within the new governance structure.
- Members discussed the proposed placement of the task force as a subgroup/workgroup under the Affinity Group Diversity, Equity, Inclusion and Accessibility (DEIA) Advisory Council, which reports to the College President and, through the President, to College Council. The proposed placement would provide the task force with an established reporting structure while allowing its work to continue.
- Dr. Contreras acknowledged the work of E. Guillen, Y. Gutierrez-Sandoval, and the college's affinity groups in supporting the college community and highlighted SBVC's continued commitment to supporting undocumented students through campus resources, messaging, and services.
- The proposed placement of the Undocumented Student Support Task Force within the DEIA Advisory Council structure was presented for consideration as part of the college's updated participatory governance structure.

N. College Council Members Updates / Other Announcements

- P. Bratulin shared that SBVC had participated in an interview with the Chronicle of Higher Education regarding the college's Water Resources bachelor's degree program. He reported that the program has received increased attention and interest from other colleges and prospective students and noted that SBVC offers a unique community college bachelor's degree in Water Resources.

- Chief Bonnet reminded members that the Great ShakeOut will take place October 15 at 10:15 a.m. In addition to the evacuation exercise, the college will use the drill to test its RAVE mass notification system. Employees who do not receive an emergency notification were encouraged to contact the appropriate campus safety personnel so that issues with the notification system can be addressed.
- Members were informed that Coffee with the Cabinet will be held the following Wednesday at 12:00 p.m. in KBCR. Immediately following the event, the college will hold the official opening of the 1986 time capsule, commemorating its 40-year anniversary.
- N. Arciero informed members that, in an effort to reduce unnecessary printing, particularly lengthy agenda attachments, a limited number of printed copies may be provided for members to share at future meetings rather than producing an individual copy for every attendee.
- Counseling representatives reminded members that the Fall graduation application deadline is October 31 and encouraged students to meet with Counseling regarding graduation checks. Members were also informed that Spring registration begins in November, with registration dates available through Self-Service.
- Classified Senate leadership introduced its newly elected leadership and provided an update regarding its September 11 meeting, which included presentations on participatory governance, accreditation/ISER, and institutional research and data. Classified Senate also discussed communication and reporting between participatory governance committees and constituent groups.
- Classified Senate reported that work is underway to update its distribution list to ensure current classified professionals are receiving communications and to better identify representation by unit group.
- A suggestion was made to consider a College Council follow-up tracker to provide a summary of the status of items brought before the Council.
- CSEA representatives reported on a recent virtual leadership workshop intended to identify and prepare future CSEA leaders. Upcoming professional development opportunities include a three-day job steward training, organizational training, and a labor representative mentorship/internship program. The need to increase the number of trained job stewards across the District was also noted.
- Student representatives expressed appreciation for participating in College Council and emphasized the importance of continued support for undocumented students and the college community. A student representative also encouraged the campus to recognize Orange Shirt Day on September 30 in remembrance of Indigenous children affected by residential/boarding schools. Dr. Contreras requested that information regarding the observance be shared through the Wolverine Weekly.
- An update was provided regarding a Dual Enrollment faculty workshop, the first in a planned series of three workshops, scheduled for the following day in B-118.
- Members were informed that construction associated with the new credit union location within the Campus Store is scheduled to begin October 1. Additional information will be communicated through the Wolverine Weekly. The Campus Store also shared information regarding current student activities, including a scavenger hunt and sale.

- Dr. Contreras provided an update regarding the Native American monument near the Auditorium, developed in collaboration with the Tribe. The college is working with Tribal representatives to coordinate a formal ribbon-cutting event, anticipated for the spring semester.
- Dr. Contreras reported that following a recent meeting between the Affinity Groups and Cabinet, monthly caucus meetings are being scheduled to continue discussions regarding cultural programming as the college prepares for the opening of the new Student Services Building. He thanked the Affinity Groups for their continued leadership and acknowledged current Hispanic Heritage Month programming.
- Dr. Contreras also shared that the college would continue discussions with Counseling during the semester to further define the direction and structure of a more centralized counseling model.

## 5. Adjournment