



College Council Minutes

1:00 PM – 2:30 PM | B-100 | September 9, 2026

All meetings are recorded for minute purposes only.

Voting Members: 14

Tatiana Vasquez []
Academic Senate
Amy Avelar [A]
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 Yearneyan [A]
Classified Senate
Aida Gil []
CSEA
(Vacant) []
CTA
Korey Lawson []
Manager
(Vacant) []
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 1:05 p.m.
 - The agenda was approved as presented without objection.**

B. Approval of Minutes

- Members were provided with time to review the April 29, 2026, minutes.
 - T. Vasquez moved to approve April 29, 2026, minutes; L. Burnham seconded. The motion carried, with abstentions noted from members who were not present at the April meeting.**

2. Reports

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

- Dr. Contreras welcomed members to the first College Council meeting of the 2026–2027 academic year and facilitated introductions.
- He reviewed College Council's role as the college's primary recommending body to the President and emphasized inclusive participation and transparency in the participatory governance process.
- Dr. Contreras reported a strong start to the fall semester, with enrollment exceeding 16,000 students and approximately 6–7% growth compared with the previous fall.
- He recognized the Grounds team for maintaining the campus and noted the college's recognition by the American Association of Community Colleges for its approach to creating pride in place while continuing to experience enrollment growth.
- Dr. Contreras shared that the college was working with affinity groups to develop programming for HSI Week and Hispanic Heritage Month and recognized LFSAA for its continued contributions to cultural programming.

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 [A]
Director of Strategic Comm. & Marketing

SBCCD Chief of Police
Noel Arciero []
Admin. Assistant II, Office of the President

Upcoming 2026-2027

Meeting Dates

September 23, 2026
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

September 11, 2026
Agenda Items Due by 1:00 PM
September 17, 2026
Documents Due by 1:00 PM
September 18, 2026
Agenda Posted by 1:00 PM

D. Academic Senate Report – T. Vasquez

- T. Vasquez reported that Academic Senate had begun its work for the academic year, including review of its Constitution and Bylaws.
- She provided updates regarding Senate subcommittees, including Educational Policies and Procedures, Elections, and Personnel Policy, and discussed ongoing work related to Board Policies and Administrative Procedures and matters within Academic Senate's academic and professional purview.
- Dr. Contreras also welcomed the new student representatives and encouraged their active participation in College Council discussions.

3. Action Items

E. College Council Charge and Membership Update – Dr. Contreras

A. Dean of Research, Planning, & Institutional Effectiveness

B. Director of Grants

- Dr. Contreras provided background regarding the proposed revisions to the College Council Charge and Membership, noting that updates were needed following changes to the college's organizational structure and lessons learned during the previous year's governance review.
- J. Neimeyer-Romero presented proposed revisions intended to clarify College Council's structure and procedures, including its status under the Brown Act; the recommendation and decision-making process; constituent representation and appointments; quorum requirements; designation of the College President as chair; the roles of resource participants; future review of the Charge and Membership; and consolidation of procedural language.
- Members discussed voting and non-voting roles, resource participants, representation, and the need for additional clarification within the proposed membership structure.
 - **T. Vasquez moved to bring the College Council Charge and Membership Update back to September 23, 2026, meeting for further review; A. Gil seconded. The motion carried.**

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

- Y. Gutierrez-Sandoval presented the Valley Up Initiative for second read and reviewed its development as a consolidated framework aligning major college plans and initiatives, including accreditation, educational and facilities master planning, Guided Pathways, student equity, enrollment management, District strategic planning, Vision 2030, and the Student-Centered Funding Formula.
- The initiative focuses institutional efforts around four priorities: Career and Transfer; Health and Safety; Boldly Student Centered; and Opportunities for All, with corresponding targets designed to align progress across multiple college plans.
- Members discussed the initiative's emphasis on diversity and equity and the importance of providing student representatives with sufficient opportunity to review and understand the plan before taking final action.
- An initial motion to approve was made and subsequently withdrawn to allow additional time for student review.
 - **College Council agreed to bring the Valley Up Initiative back on September 23, 2026. Administration also offered to arrange a presentation to Associated Student Government to provide additional background on the initiative and its targets. No final vote on approval was taken.**

G. College Council Agenda Item Request Form – N. Arciero

- N. Arciero presented the new College Council Agenda Item Request Form, which was developed to streamline agenda submissions and reduce the need for follow-up communication when information is missing from requests.
- The online form provides meeting and submission deadline information, dropdown selections, and fields for the information necessary to submit an item for consideration on a College Council agenda. Members were informed that the form is available through the College Council webpage and had been tested prior to implementation.
- Members discussed the form and its use as a standardized mechanism for submitting future College Council agenda requests.
 - **T. Vasquez moved to approve the College Council Agenda Item Request Form; E. Morden seconded. The motion carried.**

4. Information Items

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

- L. Hector provided an update on the accreditation process and presented the final draft of the Institutional Self-Evaluation Report (ISER) for first read.
- She reported that the draft had been developed and refined through extensive campus participation during the previous semester, including constituency-group review and open forums. The final draft was being circulated through the college's constituent groups for final feedback before advancing through the approval process.
- The ISER was scheduled to return to College Council on September 23, 2026, for second read. ASG was also scheduled to receive the document for review to ensure student input was included in the final process.
- The final report is due December 15, 2026, following completion of constituency review and Board of Trustees consideration. The accreditation peer review team is expected to review the ISER during the spring semester.
- Dr. Contreras thanked L. Hector, J. Gilbert, and the Accreditation Committee for their work in developing the report.

I. Faculty Prioritization 2027-2028 – Dr. Contreras

- Dr. Contreras provided an overview of the process being developed to prioritize faculty recruitment for 2027–2028 and reported that approximately 24 positions were under consideration as a result of postponed or unsuccessful recruitments, SERP vacancies, retirements, resignations, and other vacancies.
- He explained that the draft prioritization would consider multiple factors, including the President's vision and institutional priorities, the Academic Senate faculty recruitment framework, Program Review information, division rankings, and full-time equivalent faculty (FTEF)/student demand data.
- Dr. Contreras noted limitations in relying solely on Program Review rankings because the process primarily addresses growth positions rather than existing vacancies.
- The prioritization list remained in draft form to allow for additional review before distribution.
- Dr. Contreras stated that the draft faculty prioritization list would be returned to College Council on September 23, 2026.

J. SBCCD Strategic Plan 2028-2035 – Dr. Contreras

- Dr. Contreras provided an overview of the developing SBCCD Strategic Plan 2028–2035, noting the District's effort to establish a more focused set of strategic goals and objectives aligned with the college's Valley Up Initiative.

- He reported that the Board of Trustees reviewed strategic goals and directions during its summer retreat and that the draft was undergoing additional refinement through the Chancellor's Cabinet and college leadership.
- The plan will proceed through the participatory governance process for additional input, with Fall 2027 identified as the anticipated college approval period and implementation aligned with the 2028–2035 planning cycle.
- Members discussed the timeline and opportunities for constituent participation as the draft progresses through the governance process.

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

- R. Carlos provided an update on the District's ERP modernization project and the multi-year effort to transition existing systems toward a Software as a Service (SaaS) environment.
- The current work focuses on identifying existing system customizations and determining which are essential before moving toward a more standardized baseline configuration.
- The project includes fiscal, human resources, student services, data, and reporting functions, with current discovery work involving areas such as Admissions and Records and Financial Aid.
- Members discussed the importance of including end users and subject-matter experts when determining essential functionality and evaluating existing customizations.
- Members also emphasized proactive communication and opportunities for constituent input as user groups and system requirements are identified.
- R. Carlos indicated that a recommendation related to the user process/testing period would be brought to College Council in the future.
- Members continued discussion regarding ERP implementation, including the importance of identifying essential system functions and customizations and ensuring appropriate end-user and constituent participation throughout the process.
- Members emphasized the need for clear communication and a centralized method for submitting questions, concerns, and considerations related to ERP implementation.
- Dr. Contreras requested that R. Carlos return to the September 23, 2026, College Council meeting with an update regarding the ERP website and a proposed process for the college community to submit questions and considerations.

L. Committees Update – Dr. Contreras / T. Vasquez

- Dr. Contreras and T. Vasquez provided an update on implementation of the new participatory governance committee structure as committees began meeting for the academic year.
- They thanked committee chairs and members for their participation and acknowledged that the transition involves significant changes as committees review their charges, responsibilities, deliverables, and new activities.
- Members discussed the need for continued education, guidance, transparency, and communication as the new structure is implemented, particularly for individuals who are new to participatory governance.
- Dr. Contreras reaffirmed the importance of student participation and clarified that student appointments are made through Associated Student Government. Members also discussed the purpose of alternates and the importance of maintaining constituent representation when voting members are unavailable.
- Members discussed the routing of recommendations through the governance structure and emphasized that the new structure is intended to increase access to decision-making rather than create unnecessary layers of bureaucracy.

- Dr. Contreras reported that participatory governance training had been provided to managers and that additional campuswide communication materials were being developed to explain committee responsibilities, meeting information, and the routing of recommendations.
- Administration is also developing clearer guidance regarding funding sources and request processes to improve transparency and ensure resource requests are addressed through established planning and resource allocation processes.

M. Committee Templates – Dr. Contreras / T. Vasquez

- A. Agenda
- B. Meeting Notes
- C. Other

- Dr. Contreras reported that recommendations from the Participatory Governance Task Force included development of standardized committee templates for agendas, meeting notes, and committee processes.
- During the initial implementation period, committee chairs will continue managing their respective meeting materials while administration works with chairs toward greater consistency and uniformity.
- Dr. Contreras emphasized that the Task Force recommendations regarding committee templates remain part of the implementation plan and will be developed with constituent input.

N. 25-26 Program Review ASPIRE Update – K. Bacon

- K. Bacon reported that the college was nearing completion of the prior fiscal year's financial close. Once the books are finalized, the college will be able to determine the amount of funding available for 2025–2026 Program Review ASPIRE requests.
- Members clarified that Program Review had previously completed rankings for resource requests and discussed the timing between the ranking process and the availability of funding.
- K. Bacon stated that he will return to College Council with the amount of available funding, at which time College Council will consider the information and make a recommendation regarding funding.

O. Community Garden Initiative – K. Bacon

- K. Bacon provided an update on the Community Garden Initiative and reviewed potential locations identified through the college's landscaping master plan.
- The proposed area is generally located near the Greek Theatre/Physical Sciences area, with the final location and boundaries requiring additional review.
- Administration will continue working with campus groups to determine the garden's purpose, design, plant selections, maintenance responsibilities, and other operational considerations.
- Dr. Contreras indicated that the Community Garden Initiative is expected to move forward for action during the Fall 2026 semester.

P. 2025-2026 Grants Report – T. Mathis

- T. Mathis presented an overview of grant activity for 2025–2026 and highlighted several new awards supporting college programs and student populations, including the Rising Scholars Grant, two grants supporting Early Childhood Education and Nursing, and the Gates Foundation Pathways Education Grant supporting pathways and dual enrollment efforts.

- She encouraged departments and programs interested in pursuing grant opportunities to work with the Grants Office throughout the application and implementation process and noted plans to provide additional outreach to campus departments and divisions.
- Members discussed the importance of proactive grant planning, appropriate constituent involvement, implementation capacity, and consideration of long-term costs associated with grant-funded technology and other one-time expenditures.
- Dr. Contreras recognized the college's success in securing approximately \$13 million in grant funding during the previous year and noted that a goal for 2026–2027 is to better align grant opportunities with the Valley Up Initiative and institutional priorities.

Q. Multicultural Center Planning – Dr. Contreras

- Dr. Contreras provided an update on Multicultural Center planning and reviewed recommendations previously received from the Black Serving Institution (BSI) Task Force, Hispanic Serving Institution (HSI) Task Force, and Dr. Keenan Mitchell/Inspire School Services.
- Administration is working to move the recommendations into an actionable plan, including development of the cultural programming budget, consideration of appropriate staffing, and planning for the Multicultural Center within the new Student Services Building.
- Dr. Contreras stated that the developing Multicultural Center plan will be returned to College Council for review and that Dr. Mitchell will be invited to participate as the plan is further developed.

R. College Council Members Updates / Other Announcements

- E. Guillen reported that CSEA approved an MOU regarding administrative support staffing transfers affecting Marketing and Student Support Services. He noted that CSEA will review additional reorganization-related staffing transfers or changes as they arise.
- E. Guillen shared an update regarding initial purchases and planning for the campus mural project, with additional coordination anticipated during the fall semester.
- Members discussed the recently reconvened Undocumented Student Support Task Force and requested clarification regarding where the group should reside within the new participatory governance structure.
- Dr. Contreras directed that the Undocumented Student Support Task Force be placed on the next College Council agenda for further discussion regarding its role and placement within the governance structure.

5. Adjournment

- The meeting adjourned at approximately 2:30 p.m.