

Participatory Governance Task Force Charge

The SBVC Participatory Governance Task Force is charged with reviewing and refining San Bernardino Valley College's governance processes to improve decision-making processes in support of enhancing student success, improving the student experience, and ensuring equitable access and outcomes through an effective, inclusive governance system. Over the course of the next year, the task force will:

1. Review and refine SBVC's current committee structure to increase efficiencies and effectiveness in accordance with AB 1725, ACCJC standards, CA Education Code, Title 5 regulations, and relevant district policies;
 2. Engage representatives from all campus constituencies to create a transparent recommendation- and decision-making process;
 3. Develop a Participatory Governance Handbook outlining governance philosophies, committee structures, and decision-making processes.
 4. Present final recommendations to College Council, Academic Senate, and Classified Senate for support and adoption.
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Participatory Governance Task Force Minutes - 7 March 2025

I. Welcome & 21 Feb'25 Minutes | Action [ATTACHMENT #1]

The minutes from the February 21, 2025, meeting were reviewed, and no corrections were suggested. The minutes were approved by consensus.

II. Updates, Feedback-seeking, & Next Steps

a. Timetable, Feb'25 & Mar'25 Revisions to reflect current activities

- The committee discussed recent updates and changes to the timeline for governance restructuring.
- Members agreed that a more structured approach to updates would enhance engagement.
- A suggestion was made to use bullet points to highlight key revisions for clarity.

b. Exposition to Constituencies [possible action]

- Members discussed strategies for effectively sharing updates with campus constituencies.
- A suggestion was made to provide divisional updates to enhance engagement and transparency.
 - i. Timetable S25-F26
 - The task force reviewed the projected governance restructuring timeline and identified critical milestones for implementation.
 - Discussions highlighted the need to align with district and state policies, ensuring compliance with CA Education Code, Title 5 regulations, and accreditation standards.
 - ii. Survey results (in parts?/in full?)
 - The committee reviewed preliminary survey results on governance structures.
 - There was discussion about whether the results should be shared in full or in parts, with a consensus forming around segmenting the results for clarity.

- Some members noted that certain committees were perceived as redundant and could potentially be consolidated.
- iii. Progress reports
- iv. Feedback seeking
- v. Table of Contents, Handbook
- Feedback was solicited regarding the proposed structure and contents of the Participatory Governance Handbook.
- The handbook will define governance philosophies, committee structures, and decision-making processes at the college

REFERENCES [PLEASE REVIEW] FOR ITEM III- PG Task Force Discussion (next page)

- Participatory Governance as per CA Education Code, Title 5 regulations, 4CS, and SBVC-BP2510 & AP 2510 *[see content under folder “initial central documents”]*
- **attachment#2** - Draft Participatory governance terminology/vocab – definitions
- SBVC’s full committee list as per https://www.valleycollege.edu/about-sbvc/office-of-president/collegial_consultation.php
 - “updated Collegial Consultation Committee List [\(PDF Added Spring 2024\)](#)”
- **attachment#3** – Merger?Discussion_Selected Committees*
- **attachment#4** – Executive Summary on SEAP – related to *selected committees
- **attachment#5** – Charge & Membership of *Honors, Campus Life & Commencement, Scholarships, Student Policies & Scholastic Standards*

III. PG Task Force Discussion

- a. Review Participatory governance terminology/vocab – definitions *[possible action]* -
- b. In-depth Analyses | Committee Classification & Decision-making processes of Selected Committees
[Basic Skills, Guided Pathways, SSSP, Student Equity, Honors, Campus Life & Commencement, Scholarships, Student Policies & Scholastic Standards]
 - i. Existing Challenges
 - ii. Logistical analyses information [charge, membership; past & existing internal functions & decision-making; external functions (state policies/framework/)]
 - Members examined governance structures from both an internal and external perspective, considering:
 - Committee charge and membership
 - Past and current functions
 - External mandates from state policies and accreditation frameworks
 - A challenge was noted regarding the Campus Life & Commencement Committee, as members felt their roles were distinct and should not be combined.
 - A motion was proposed to separate Campus Life from Commencement, citing that each committee has unique responsibilities.
 - The discussion extended to the Scholarship Committee, where members noted that its function may need clearer definition within the governance framework.
 - iii. Perspectives & Insight: Survey insight? | Constituent insight?
 - iv. 20-min Constituency-based discussions.
 - Constituency-based discussion took place, focusing on:

- Feedback from various campus groups
- Concerns about committee effectiveness
- Ideas for improving governance structures
- Members emphasized the need for a structured decision-making process that ensures continuity and accountability.

v. Recap/Summarize & Problem-Solve

c. Floor items?

IV. *Future Agenda Items | Seeking feedback*

a. *Possible action-recommendation on selected committees [March 13th]*

- A possible action-recommendation on selected committees will be considered on March 13, 2025.
- The task force will continue refining governance terminology and reviewing handbook drafts.
- Additional feedback from Academic Senate, Classified Senate, and College Council will be incorporated into future discussions.

V. *Next Full Task Force Meeting*

a. Thursday, March 13th 10am-12pm

Information only:

Academic Senate, Mar 12th and Apr 2nd

Classified Senate, March 21st

College Council, March 12th and Mar 26th

MEMBERS ATTENDANCE:

Co-Chairs:

- ☐ Joanna Oxendine (management), RP&IE Division
- ☒ Tatiana Vasquez (faculty), Sci Division

Classified (3 representatives - appointed by Classified Senate):

- ☒ Vinnie Wu, RP&IE Division
- ☒ Ernie Guillen, Student Services
- ☒ Marie Maghuyop, Student Life

Faculty (3 representatives - appointed by Academic Senate):

- ☐ Erica Begg, Student Services
- ☒ Anthony Blacksher, SSHD&KH Division
- ☐ Jeremiah Gilbert, MB&CT Division

Student (1 representative - selected by Associated Students):

- ☐ Dyami Ruiz-Martinez

Management (3 representatives):

- ☐ Ray Carlos, Dean of Student Engagement and Wellness
- ☐ Sergio Zazueta, Director, Facilities, Maintenance, & Operations
- ☒ Dan Mayo, Director, STEM/MESA