

## SBVC Participatory Governance Task Force

### Meeting Minutes

**Date: April 18, 2025**

#### I. Welcome

- a. 4 April '25 Minutes | Action [ATTACHMENT 1]
- b. 14 March '25 Minutes | Action [ATTACHMENT 2]

*Minutes from 3/14/25 and 4/4/25 approved by consensus*

#### II. Updates | Feedback-seeking | Next Steps

- a. Update on Academic Senate, T. Vasquez
  - i. [ATTACHMENT 3]
    - There was discussion regarding formalizing certain programs, such as Honors, as official programs rather than committees. Further updates are anticipated, and ongoing conversations were noted.
  - b. Update on Classified Senate, V. Wu & E. Guillen
    - The committee discussed participation in College Council and the importance of aligning task force efforts with broader campus initiatives to support effective collaboration.
  - c. Update of College Council
    - There was discussion regarding the current structure of College Council, including the roles of various members and the status of appointments. The committee also addressed how committee recommendations are integrated and emphasized the importance of transparent decision-making.

#### III. PG Task Force Discussion

- a. *In-depth Analyses | Decision-making Flow & Governance, existing vs. recent updates vs. future considerations*
  - Survey analysis with respect to decision-making flow were reviewed. Recent updates in the College Council structure were discussed, along with comparisons of decision-making flowcharts from various community colleges.
  - The committee considered the development of a campus-wide flowchart, noting that this would help clarify processes for constituents. Steps discussed included:
  - Additional points included discussion about committee assignments and meeting schedules. It was suggested that visual aids and clear documentation of meeting times would benefit the campus community. It was also acknowledged that some committees, such as Scholarships, are no longer be part of participatory governance.
- b. *PGTF Annual Report (24-25): brainstorm content & timeline for report submission*

- Discussed using the timeline as a checklist of what has been done for submission before the end of the academic year.
- *c. From District | Draft, Participatory Governance Handbook [ATTACHMENT 5]*
  - A draft version of the District's Participatory Governance Handbook was reviewed. Feedback was requested from the committee to the District for further information on this document.

#### Overall Action Items:

- Update and circulate a proposed committee meeting schedule for feedback.
- Continue development of a campus-wide governance flowchart.
- Begin drafting the content of the PGTF Annual Report.

#### IV. Floor items?

- None.

#### V. Future Agenda Items | Seeking feedback

- None.

#### VI. Next Full Task Force Meeting

- Friday, May 2nd at 2-4pm [End of Semester]

#### Information only:

- Academic Senate, April 30th & May 7th (final)
- Classified Senate, May 14th (final?)
- College Council, April 23rd & May 14th (final)

Meeting adjourned.

#### 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