



Program Review Minutes

B-118 ■ November 21, 2025 ■ 9:15 –10:45 a.m.

Program Review Committee

Committee Membership

Chairs:

Danielle Graham
Bethany Tasaka
Gabriel Martinez

Faculty:

Victoria Anemelu
Anthony Blacksher
Jaime Garcia
Jessica Gordon
Leslie Gregory
Abeir Israeil
Dominique Johnson
Kimberly Johnson
Yvette Lee
Brandy Major
Stacy Meyer
Fili Michel
Doris Ontiveros
Miguel Ortiz
Ebony Perez
Natalie Peterkin
Melissa Romero
Christina Torres
Angie Vogel

Classified Professionals:

Isaac Hayden
Timothy Hosford
Nathan Yearyean

Students:

Vacant

Management:

Joanne Hinojosa
Erik Morden
Vanessa Thomas

Program Review Committee Charge

The Program Review Committee guides and serves as a resource for the process of self-evaluation of all instructional and service areas for regular assessment of San Bernardino Valley College programs. Program Review is conducted by authorization of the SBVC Academic Senate.

The purpose of Program Review is to:

Guide the college through an ongoing self-examination of how effectively programs and services are aligned with its mission, vision, and values through a structured process.

- Guide the college through an ongoing self-examination of how effectively programs and services are aligned with its mission, vision, and values through a structured process.
 - Foster a culture of continuous improvement.
 - Contribute information and recommendations, including needs assessment and resource requests, to other college processes and committees.
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1. Call to order
 - a. **Quorum not reached. Items were skipped for presenters to present.**
2. Approve November 21st Agenda
3. Approve November 7th Minutes

Information Items

4. Scheduled Division Visits:
 - a. Academic Success: Completed (October 3)
 - b. Applied Technology: Completed (October 17)
 - c. Arts & Humanities: Completed (September 19)
 - d. Kinesiology, Health, & Athletics: trying to find a date
 - e. Math, Business, & CIT: awaiting response
 - f. Social Sciences: Completed (October 3)
 - g. Science: Completed (November 7)
 - h. Other divisions?
5. Website Feedback – things to change/update (5 minutes)
 - a. What's one thing we can change

6. Workshops & ASPIRE Cycle

- a. Workshop 2: December 5
 - i. Volunteers
 - ii. Topics:
 1. Goals, Plans
 2. Resource Requests
 3. How to Submit in Meta
- b. Office Hours: December 17
 - i. Hybrid: Zoom and B-119
 - ii. Committee is welcome to attend

7. Participatory Governance Taskforce: Impacts on Program Review (Tatiana Vasquez)

Presenter: T. Vasquez (TV)

Purpose: TV was invited to discuss the impact of the new organizational structure on PR and provide an opportunity for feedback.

Presentation Highlights:

- Tatiana shared a visual of the proposed committee structure.
- Emphasized that PR does not have a deficit; rather, it has served as a foundational element for the college.
- Historically, the college has faced challenges with functionality, particularly due to a lack of communication between leadership, faculty, and committee members.

PGTF Role:

- The Program Governance Task Force (PGTF) was tasked with improving efficiency through committee self-evaluation.
- Surveys were conducted to gather data and inform recommendations.
- While committees provided recommendations, there is currently no structured process for planning, evaluation, or future projections.

Shared Governance:

- Tatiana introduced the concept of shared governance and constituent groups (Title V, Education Code), clarifying the term “participatory governance.”
- Constituent groups include Academic Senate, Classified Senate, Student Senate, and Managers.

- PR falls under the Academic Senate.
- PR recommendations flow from Academic Senate → College Council → College President for approval and implementation.

Identified Gaps:

- Several important committees are missing.

New Recommendations:

- Establish two new committees:
- Planning, Resource, and Allocation Committee (PRAC)
- Institutional Effectiveness Committee (IEC)
- All constituent groups will have representation in PRAC and IEC.

Action Item:

- Tatiana asked the committee to:
 - Review what has already been sorted out.
 - Identify best practices.
 - Prepare the representative who will serve on IEC.

8. Funding process (Keith Bacon)

Topic: Understanding the Resource Allocation Process

Presenter: VP Keith Bacon (KB)

Purpose: VP Bacon visited to clarify recent questions regarding resource allocation.

Key Points

Funding Source:

- Funding is tied to enrollment: more students and more units generate more funds (FTES).
- The college is growing, and funding flows from the district, which reports to the state.
- The state allocates funds based on legislative guidelines.

Budget Structure:

- The college reimburses the district for services.

- Approximately 85–90% of funds are used for salaries and wages, drawn from General Funds (GF).

Investment Accounts:

- Significant funds were generated from KVCR bandwidth sales and are held in investment accounts.
- The principal is never touched; only returns may be used.

Program Review (PR) Funding Process:

- When PR requests funds, KB reviews investment returns to determine availability.
- KB sends recommendations to the College President, who makes decisions based on rankings.
- KB then notifies approved programs and collaborates with them on implementation.
- If investment returns are low but GF has sufficient funds, GF may be used; otherwise, no funding is available.

Cost Review:

- KB works with the Facilities Director to assess actual costs and logistics for requested projects.

Action and Discussion Items: Unfinished Business

9. Planning (Discussion) (10 minutes)
 - a. [Proposed Membership Changes](#)
10. Faculty Hiring Prioritization (Discussion) (10 minutes)
 - a. Work group for full process – update

Membership Attendance

Co-Chairs

- Danielle Graham
- Bethany Tasaka
- Gabriel Martinez

Faculty

- Victoria Anemelu
- Anthony Blacksher
- Quincy Brewer
- Chris Carlos
- Jaime Garcia
- Jessica Gordon
- Leslie Gregory
- Abeir Israeil
- Dominique Johnson
- Kimberly Johnson
- Yvette Lee
- Brandy Major
- Stacy Meyer
- Fili Michele
- Doris Ontiveros
- Miguel Ortiz
- Ebony Perez
- Natalie Peterkin
- Melissa Romero
- Christina Torres
- Angie Vogel

Classified Professionals

- Isaac Hayden
- Timothy Hosford
- Nathan Yearyearn

Student Representative

- Vacant

Management

- Joanne Hinojosa
- Eric Mortin
- Vanessa Thomas

Guests

- Christian Sarfo-Poku
- Norma Durian
- Tatiana Vazquez
- Keith Bacon