

**SAN BERNARDINO VALLEY COLLEGE  
COLLEGIAL GOVERNANCE (2019-2020)**

<b>SBVC Collegial Consultation Committees:</b>	<b>Administrator/Chair(s)</b>	<b>Day of Week</b>	<b>Time</b>	<b>Meeting Place</b>
<b>College Council</b>	<b>Diana Rodriguez, President/Celia Huston (Co-Chair)</b>	Bi-Mthly, 2nd & *4th Wed.	1:30-3:00 PM	Pres. Conf. Rm ADSS-207
<b>Standing Committees:</b>		*4th (Non-meetings unless otherwise advised)		
Accreditation and Student Learning Outcomes	Dr. James Smith, Dina Humble, Dr. Celia Huston (Co-Chairs)	Thurs 2nd & 4th week	1:00-2:30 PM	Pres. Conf. Rm ADSS-207
Budget	Scott Stark, VPAS /Dr. Riase Jakpor (Co-Chair)	Wed.(3rd Wed of mth.)	11:00-12:00 PM	Pres. Conf. Rm ADSS-207
Curriculum	Dina Humble, VPI, Mary Copeland (Chair)	1st & 3rd Mon.& Tech Review Mtgs, 2nd & 4th Mon	2:00-4:00 PM & Tech Rev 1:00-4:00 PM	B-220/LA-208
Enrollment Management and Student Equity	Dr. Scott Thayer, VPSS/Stephanie Lewis (Co-Chair)	Tues.(Bi-monthly/2nd & 4th)	1:00-2:30 PM	Pres. Conf. Rm. ADSS 207
Facilities and Safety	Scott Stark, VPAS/Cassandra Thomas (Co-Chair)	Mon.(1st Mon of mth.)	3:00-4:30 PM	Pres. Conf. Rm ADSS-207
Professional Development	Dr. James Smith/Rania Hamdy (Chair/Co-Chair)	Mon. (1st & 3rd)	2:00-3:00 PM	LA-202
Program Review	Dr. Wally Johnson/Dr. Paula Ferri-Milligan (Co-Chairs)	Fri.(Bi-weekly)	9:00-10:50 AM	B-118
Student Success and Support Programs	Marco Cota (Chair)	Monday (1st wk ea. mth.)	3:00-4:30 PM	AD/SS-200C
Technology	Rick Hrdlicka (Adm & Co-chair)/Uvaldo Sifuentes (Co-Chair)	Wed 1st & 3rd Bi-Mthly	1:00-2:00 PM	CTS-101
<b>Additional Committees:</b> A number of committees exist that have a specific purpose or function, but are not part of the formal collegial consultation process. These include:				
<b>Office of the President</b>	<b>Diana Rodriguez, President</b>			
Annual Awards Committee (Spotlighting Our Success)	Paul Bratulin, Campus Director, Marketing, Creative Services & Public Affairs	Varies	12:00-1:00 PM	Sunroom or CC-222 (TBD)
Manager's Meetings	Diana Rodriguez, President	4th Friday of each mth	2:00-4:00 PM	Pres. Conf. Rm., ADSS-207
President's Cabinet	Diana Rodriguez, President	Weekly, every Tuesday	9:00 AM-12:00 PM	Pres. Office, AD-208B
Scholarships	Michael (Mike) Layne, Interim Dir. Dev./SBVC Foundation	Thursday's	2:00-3:00 PM	CC-222
<b>Instructional Services</b>	<b>Dina Humble, VPI</b>			
Basic Skills Committee	Dina Humble, VPI/Micah Martin/Murillo (Faculty Co-Chair)	Tues.(2nd& 4th of mth.)	2:30-3:30 PM	AD/SS-200C
Honors	Daihim Fozouni /Dr. Kay Weiss	2nd Monday of the Month	3:00-4:00 PM	B-222
Instructional Cabinet	Dina Humble, VPI	Thurs. (weekly except 1st Th)	10:00-11:30 AM	AD/SS-200C
Joint Cabinet (Instructional & Student Services)	Dina Humble and Dr. Scott Thayer	1st Thursday of the month	10:00-11:30 AM	Pres Conf Room ADSS-207
Online Committee	Joe Notarangelo (Faculty Co-Chair)	(Friday) 3rd Friday of the MO	1:00-2:00 PM	NH-222
Tenure Review Committee	Dina Humble, VPI / Leticia Hector (Faculty Co-Chair)	TBD (1 x year JAN/FEB)	TBD	TBD
Workforce Development Committee (See verbiage on add'l Committees list)	Albert Maniaol, Dean	TBD	TBD	TBD
<b>Student Services</b>	<b>Dr. Scott Thayer, VPSS</b>			
Arts, Lecture, and Diversity Committee	Raymond Carlos, Director, OSL, Keynasia Buffong (co-chair), Ernie Guillen (co-chair)	1st Wed. of the mth.	1:00-2:00 PM	Pres. Conf. Rm ADSS-207
Campus Life and Commencement	Raymond Carlos, Dir. OSL	4th Wed. (each mnth./wkly Grad)	10:00-11:00 AM	CC-142
Disabled Stu Program and Serv (DSP&S) Advisory Committee	Dir. DSP&S/Michelle Crocfer	Fri.(TBD)	3:00-4:00 PM	AD/SS-200C
Student Policies and Scholastic Standards	April Dale-Carter	Fri. (weekly)	9:00-10:00 AM	ADSS-100C
Student Services Council	Dr. Scott Thayer, VPSS	4th Thursday	10:00 AM-12:00 PM	Pres. Conf. Rm ADSS-207
Student Services Manager's Meeting	Dr. Scott Thayer, VPSS	2nd Thursday	10:00-11:30 AM	Pres. Conf. Rm ADSS-207
<b>Administrative Services</b>	<b>Scott Stark, VPAS</b>			
Administrative Services Cabinet	Scott Stark	TBD	TBD	TBD
Campus Sustainability	Scott Stark	(Not in session for Fiscal Year 2019-2020)		

Committee Members	Admins./Chair(s)	Meeting Date(s):	Time	Meeting Place
<b>College Council</b>	<b>Diana Rodriguez</b>	2nd & 4th Wed. of mth.	1:30-3PM	Pres. Conf. Rm, ADSS-207
Diana Rodriguez, President of SBVC	Celia Huston (Co-Chair)	<b>Fall/Spring, 2019-2020</b>	"	"
Scott Stark, VP of Administrative Services		8/28/2019	"	"
Dina Humble, VP of Instruction	<b>Staff</b>	9/11/2019	"	"
Dr. Scott Thayer, VP of Student Services	Raina Okray	<del>9/25/2019</del> Cancelled	"	"
Dr. Celia Huston, President of Academic Senate		10/9/2019	"	"
Judy Rodriguez, President of Classified Senate		<del>10/23/2019</del> Cancelled	"	"
Andrian Rios, President of ASG		11/13/2019		
Kevin Palkki, President of CSEA or Designee name from Kevin Palkki: Rocio Delgado		11/27/2019 Non-Meeting	"	"
Meridyth McLaren, President of CTA or Designee name from Meridyth McLaren: Jamie Herrera		12/11/2019	"	"
Dr. James Smith, Dean of Research, Planning & Institutional Effectiveness		<del>1/8/2020</del> Cancelled	"	"
<b>Chairs of the following Committees:</b>		1/22/2020 Non-Meeting	"	"
Dr. Celia Huston, Accreditation & Student Learning Outcomes, Chair		2/12/2020	"	"
Dr. Raise Jakpor, Budget Committee, Co-Chair		2/26/2020 Non-Meeting	"	"
Mary Copeland, Curriculum, Chair		<del>3/11/2020</del> Cancelled	"	"
Dr. Stephanie Lewis/Enrollment Management & Student Equity, Co-chair		3/25/2020 Non-Meeting	"	"
Cassandra Thomas, Facilities and Safety, Co-Chair		4/8/2020 Non official Meeting	"	"
Dr. James Smith/Rania Hamdy, Professional Development, Co-Chairs		4/22/2020	"	"
Wallace Johnson/Carol Jones, Program Review Co-Chairs		5/13/2020	"	"
Marco Cota, Student Success and Support Programs, Chair		5/27/2020	"	"
Rick Hrdlicka/Uvaldo (Aldo) Sifuentes, Technology, Co-Chairs				
<b>Others:</b>				

#### COLLEGE COUNCIL

##### **Charge**

The College Council has three primary functions: planning, issue management, and communication.

The college planning function includes the college Educational Master Plan (EMP), thereby developing the college's Education Strategic Plan. The EMP includes the Program Review annual needs prioritization, Technology Plan, Five Year Construction & Facilities Plan, Enrollment Management Plan, Basic Skills Plan, and Professional Development Plan. College Council reviews each of the plans and analyzes each for budget impact and provides recommendations to the President.

The issue management function takes place as campus issues are presented to the College Council and referred to the appropriate committee for review, consideration, and recommendation to the President.

The communication function is served by the College Council as the central communication venue for college governance issues including budget, in that all constituent groups are represented and are responsible for reporting and disseminating of information to their appointing body.

##### **Membership**

Membership is comprised of the President, College Vice Presidents, the President of the Academic Senate, the Classified Senate President, the President of the Associated Students or designee, the CSEA President or designee, the CTA President or designee, the Dean of Research, Planning & Institutional Effectiveness, and the chairs of the following committees: Accreditation and Student Learning Outcomes, Budget, Curriculum, Enrollment Management and Student Equity, Facilities and Safety, Student Success and Support Programs, Program Review, Professional Development, and Technology. The President serves as chair of the College Council unless otherwise agreed upon, at which point a faculty member and a manager will serve as co-chairs.

##### **College Council Standing Committees**

The standing committees of College Council are appointed annually and have representatives from each of the constituent groups: faculty, staff, students, and managers. Each committee will be co-chaired by one non-manager (faculty or staff) and one manager (that assists with clerical support, copying, and dissemination of materials as needed). Should representation not occur in any group, the President will confer with the appropriate representative/President/designee to determine the best alternative to secure appropriate representation and participation from the absent group.

Committee Members	Administrator/Chair(s)	Meeting Date(s)	Time	Meeting Place
<b>Accreditation and Student Learning Outcomes Committee</b>	<b>Accreditation Liaison Officer</b>	Thursdays 2nd and 4th Thursday of each month	1:00PM-2:30PM	AD-207
Dina Humble, VP of Instruction	Dr. James Smith			
<b>One faculty member from each Division:</b>	Dr. Celia Huston, Chair			
Dr. Horace Alexander, Faculty (Arts & Humanities)	<b>Staff</b>			
Tarif (Terry) Halabi, Faculty (Applied Technology, Transportation, and Culinary Arts)	Dena Peters/Laura Gowen			
Dr. Celia Huston, Faculty (Library & Learning Resources)				
Amy Avelar (Science)				
Bethany Tasaka, Mathematics, Business & CIT				
Brandy Nelson (Social Sciences)				
<b>Other interested faculty &amp; administrators:</b>				
Dr. Elaine Akers, Faculty (Student Health Services)				
Dmitriy Kalantarov, Dean (Science)				
Dr. Stephanie Lewis, Dean (Mathematics, Business, and Computer Technology)				
Monique Hill, Social Sciences				
Dr. Wallace Johnson, Dean (Social Science, Human Development, and Physical Education)				
Yvette Lee, Arts & Humanities				
Evelyn Luna, Social Sciences				
Margaret Worsley, Arts & Humanities				
Dr. Kay Weiss, Dean (Arts & Humanities)				
<b>Other interested Classified Staff/CSEA</b>				
Dena Peters (Classified Senate)				
Kay Dee Yarborough (Classified Senate)				
Angela Grotke (Classified Senate)				
<b>Student:</b>				

#### Charge

The Accreditation and Student Learning Outcomes Committee prepares the self-study, prepares for the accreditation team site visit, follow up on implementation of accreditation recommendations, performs assessments as needed, and prepares any follow-up reports or documentation. The committee monitors the development and assessment process for student learning outcomes in courses, programs and general education requirements. The committee generates and regularly reviews guidelines and best practices for all aspects of student learning process.

#### Membership

Membership is comprised of the Accreditation Liaison Officer, at least one faculty member from each division and other interested faculty, administrators, staff and students.

<b>Committee Members</b>	<b>Administrator/Chair(s)</b>	<b>Meeting Date(s)</b>	<b>Time</b>	<b>Meeting Place</b>
<b>Budget Committee</b>	Scott Stark - Chair	09/18/19	11:00am-12:00pm	AD/SS 207
<b>Management</b>	Dr. Riase Jakpor- Co-Chair	10/16/19	"	"
Scott Stark, VP of Administrative Services	<b>Staff</b>	11/20/19	"	"
Rick Hrdlicka, Dircetor of Campus Technology Services	Karol Pasillas	12/18/19	"	"
<b>Faculty</b>		02/19/20	"	"
Lucas Cuny		03/18/20	"	"
Dr. Riase Jakpor		04/15/20	"	"
Joel Murphy		05/20/20	"	"
<b>CSEA/Classified</b>				
Abe Fulgham (CSEA)				
Girija Raghaven (Senate)				
<b>Students</b>				
Daniel Ponce Reyes (ASG)				
<b>Other</b>				
Spencer Layman (ASG )				
Cordon Phillips (ASG)				

**Charge**

The Budget Committee serves in an advisory capacity to College Council in all aspects of budget development and management to protect the financial wellbeing of the college and to operate successfully within our budget. The Budget Committee makes data-driven recommendations that align resource allocations with resource planning, utilizing the college mission, institutional planning documents, and program review recommendations.

The Budget Committee serves in all three areas of the College Council's primary functions including: planning, issue management, and communication. Specifically, the Budget Committee develops annual budget assumptions, recommends reserve and contingency funds, identifies discretionary monies, and reviews and develops strategies for funding campus priorities. The Budget Committee reviews and makes recommendations for resolution of emerging budget issues and creates processes for better budget development and management. Throughout the year, the Budget Committee articulates and clarifies the budget development and management process for the campus community, including training, promoting budget awareness, and maintaining the transparency of budget decisions.

**Membership**

The Budget Committee membership totals eight, including the Vice President of Administrative Services (chair) representing management, and seven appointed members representing management (1), faculty (3), classified staff (2), Associated Student Government (1). One non-management member will be elected co-chair annually.

Committee Members	Administrator/Chair(s)	Meeting Date(s)	Time	Meeting Place
<b>Curriculum Committee</b>	Dina Humble, VPI	9/9/2019	2:00pm - 4:00pm	B-220
<b>Vice President of Instruction (or designee), one other manager, and Curriculum Faculty Co-Chair:</b>	Mary Copeland (Chair)	09/23/19	2:00pm - 4:00pm	B-220
Dina Humble, Vice President of Instruction	<b>Staff</b>	10/07/19	2:00pm - 4:00pm	B-220
Dr. Stephanie Lewis (Mathematics, Business, and Computer Technology) VPI Des	Kay Dee Yarbrough	10/21/19	2:00pm - 4:00pm	B-220
Patty Quach, Dean (Academic Success & Learning Services)		11/04/19	2:00pm - 4:00pm	B-220
Mary Copeland, Curriculum Co-Chair		11/25/19	2:00pm - 4:00pm	B-220
		12/09/19	2:00pm - 4:00pm	B-220
<b>Two faculty members from each division:</b>				
Anthony Ababat (Applied Technology, Transportation, and Culinary Arts)		<b>Technical Review Committee Mtgs</b>		
Kathy Adams, Faculty (Social Science, Human Development, and Physical Education)		08/26/19	1:00pm - 4:00pm	LA-208
Vicente Alvarez, Faculty, (Mathematics, Business, and Computer Technology)		09/16/19	1:00pm - 4:00pm	LA-208
Michael Assumma (Mathematics, Business, and Computer Technology)		09/30/19	1:00pm - 4:00pm	LA-208
Yecica Bernardo (Student Services)		10/14/19	1:00pm - 4:00pm	LA-208
Davena Burns-Peters (Arts and Humanities)		10/28/19	1:00pm - 4:00pm	LA-208
Melita Caldwell-Betties, Faculty (Applied Technology, Transportation, and Culinary Arts)		11/18/19	1:00pm - 4:00pm	LA-208
Mary Copeland, Faculty (Arts & Humanities)		12/02/19	1:00pm - 4:00pm	LA-208
Glenn Drewes, Faculty (Science)				
Ginny Evans-Perry, Faculty (Library & Learning Resources)				
Leticia Hector (Arts and Humanities)				
Magdalena Jacobo (Arts and Humanities)				
Sheri Lillard (Science)				
Craig Luke (Student Services)				
Danielle Ramsey, Academic Success & Learning Services)				
Yolanda Simental, Faculty (Science)				
Tahirah Simpson (Student Services)				
Nori Sogomonian (Arts and Humanities)				
Maria Valdez (Science)				
Janice Wilkins (Student Services)				
<b>Two Instruction Office Staff Members:</b>				
Kay Dee Yarbrough, Administrative Curriculum Coordinator (Instruction Office)				
Breanna Curry, Schedule/Catalog Data Specialist (Instruction Office)				
<b>Two students:</b>				
<b>Other interested Classified Staff/CSEA:</b>				

**Charge**

Under AB1725 the Academic Senate has the responsibility to make recommendations with respect to academic and professional matters. Curriculum is an academic matter and, therefore, the Curriculum Committee is authorized by the Academic Senate to make recommendations about the curriculum of the college, including approval of new courses, deletion of existing courses, proposed changes in courses, periodic review of course outlines, approval of proposed programs, deletion of programs, review of degree and certificate requirements, approval of prerequisites and co-requisites, and assessment of curriculum as needed.

**Membership**

Membership is comprised of the Vice President of Instruction (or designee) and one other manager, a Curriculum Chair or Co-Chairs appointed by the Academic Senate, the Articulation Officer, faculty members from each division as recommended by the Academic Senate, two students, and two Instruction Office staff members (Administrative Curriculum Coordinator and Schedule/Catalog Data Specialist) appointed by the Vice President of Instruction (in collaboration with CSEA) to serve as a resource to the committee.

<b>Committee Members</b>	<b>Administrator/Chair(s)</b>	<b>Meeting Date(s)</b>	<b>Time</b>	<b>Meeting Place</b>
<b>Enrollment Management and Student Equity Committee</b>	Dr. Scott Thayer, VPSS			
Paul Bratulin, Director (Marketing)	<b>Staff</b>	2nd & 4th Tuesday	1-2:30pm	AD/SS 102C
Yvonne Beebe (Math)	Mary Bradley			
Jennifer Bjerke (Science)				
Quincy Brewer, Faculty (Social Sciences)				
Raymond Carlos, Director (Student Life)				
Marco Cota, Dean, Counseling and Matriculation				
April Dale-Carter, Director, Admissions & Records				
Ariel Davis, Outreach Coordinator				
Keenan Giles, Faculty (Counselor)				
Leslie Gregory ( Counselor)				
Alicia Hallex, Faculty (DSP&S)				
Ron Hastings, Director (Library & Learning Support Services)				
Joanne Hinojosa, Director of EOPS/CARE				
Dina Humble, Vice President of Instruction				
Kenneth Lawler (Social Science)				
Stephen Lee, Faculty (Math)				
Jessy Lemieux (Science)				
Dr. Stephanie Lewis, Dean (Math)				
Joshua Milligan, Faculty (Tech)				
Joseph Nguyen, SSSP Coordinator				
Justine Plemons, Outreach Coordinator				
Patty Quach, Dean (Academic Success & Learning Services)				
Carmen Rodriguez, Dean of Student Equity and Success				
Dr. James Smith, Dean, Research, Planning & Institutional Effectiveness				
Dr. Scott Thayer, Vice President of Student Services				
Dr. Kathryn Weiss, Dean, Arts and Humanities				
<b>Other interested classified staff:</b>				
Christie Gabriel-Millette (Senate)				
Mary Valdemar (CSEA)				
<b>Other interested students:</b>				
Adrian Rios				

**Charge**

The Enrollment Management and Student Equity Committee serves in an advisory capacity to the President's Cabinet regarding enrollment. The committee is responsible for reviewing internal and external assessment trend data as it applies to enrollment planning, researching and reviewing successful models of recruitment and retention programs, projecting enrollment growth/decline, projecting academic and student support service needs based on enrollment trends. The committee makes recommendations regarding recruitment and retention strategies, in the annual updating of the Enrollment Management Plan. The committee reviews and regularly updates the Student Equity Plan. Both Plans are forwarded to College Council for review.

**Membership**

Membership is comprised of the Vice President of Student Services or designee, Dean of Counseling and Matriculation, two Deans from Instruction, Dean of Research, Planning and Institutional Effectiveness, Director of Financial Aid, director of Admissions and Records, and Director of Marketing and Public Relations, Student Success and Programs

<b>Committee Members</b>	<b>Administrator/Chair(s)</b>	<b>Meeting Date(s)</b>	<b>Time</b>	<b>Meeting Place</b>
<b>Facilities and Safety Committee</b>	Scott Stark - Co-Chair	09/09/19	3-4:30PM	AD/SS 207
<b>Management</b>	Cassandra Thomas - Co-Chair	10/07/19	"	"
Scott Stark, VP of Administrative Services		11/04/19	"	"
Robert Jenkins, Director of M&O	<b>Staff</b>	12/02/19	"	"
Raymand Carlos, Director of Student Life	Karol Pasillas	02/03/20	"	"
Vacant, DSPS Director		03/02/20	"	"
Paul Walker - Emergency Manager		04/06/20	"	"
<b>Faculty:</b>		05/04/20	"	"
John Banola				
Bryce Cacho				
David Casillas				
Jeffery Demsky				
Kim Dubois-Eastman				
Frank Dunn				
Carol Jones				
Marianne Klingstrand				
Keith Lee				
Sheri Lillard				
Tatiana Vasquez				
<b>Classified Staff/CSEA as of report dated</b>				
Cassandra Thomas (CSEA) - Co-Chair				
Sarah Yearyear (Senate)				
<b>Other interested staff, faculty &amp; administrators:</b>				
Michael Nguyen - Evn Health & Safety Administrator				
<b>Two - Students:</b>				
Cristian Barragan (ASG)				

**Charge**

The Facilities & Safety Committee serves as an advisory committee to college services and operations including: facilities, campus appearance, emergency preparedness, sustainability practices, and campus safety training. Additionally, the committee reviews and submits the Facilities & Capital Outlay Plan to College Council.

**Membership**

Membership is comprised of the Vice President of Administrative Services, the Director of Maintenance and Operations, District Police Supervisor, Dean of Student Development, DSPS Coordinator, two students and other interested administrators, faculty, staff and students.

<b>Committee Members</b>	<b>Administrator/Chair(s)</b>	<b>Meeting Date(s)</b>	<b>Time</b>	<b>Meeting Place</b>
<b>Professional Development Committee</b>	Dr. James E. Smith	Mondays, 1st and 3rd	2-3 PM	LA-202
Dr. James Smith, Management Appointee	Adm./Co-Chair			
Rania Hamdy, Faculty Professional and Organizational Development Coordinator & Technology Committee Representative	Rania Hamdy (CO-Chair)			
<b>Other interested faculty &amp; administrators:</b>				
Elizabeth Banuelos, Faculty (Counseling)	<b>Staff</b>			
Jennifer Bjerke, Faculty (Science)	Dena Peters			
Jay Danley, Faculty (Humanities)				
Judy Jorgensen, Faculty (Science)				
Elizabeth Larivee, Faculty (DSPS)				
Susan Mattson, Faculty (Humanities)				
Melinda Moneymaker, Faculty (Human Services)				
Dolores Moreno, Faculty (Humanities)				
Johnny Roberts, Faculty (Applied Tech)				
Matthew Robles, Faculty (Science)				
Christina Torres, Faculty (Athletics)				
Deboah Trusheim, Faculty				
<b>Other interested Classified Staff/CSEA &amp; Classified Senate</b>				
Ana Bojorquez (CSEA)				
Ernest Guillen, (Senate)				
Dena Peters (by position per Senate)				

#### **Charge**

The Professional Development Committee serves as an advisory committee for the college professional development programs, and as a resource for training needs across campus. The committee prepares and implements the state required three-year Professional Development Plan, and reviews it annually to assure that campus goals and objectives are being met. The committee allocates staff development funds based on criteria in the plan. Additionally, the committee is responsible for planning, programming and communication of campus professional development programs. The faculty members on the committee serve as the campus sabbatical leave committee and make recommendations to the college president for proposed leave recipients. The faculty members also serve as the campus flex committee.

#### **Membership**

Membership is comprised of one manager (designated by the President), Professional Development Coordinator, a representative of the technology committee, and interested faculty, administrators, and staff.



Committee Members	Administrator/Chair(s)	Meeting Date(s)	Time	Meeting Place
<b>Program Review Committee</b>	Carol Jones, Co-Chair Joel Lamore, Co-Chair	Fri.(Bi-weekly)	9:00-10:50am	B-118
Dina Humble, VP of Instruction	<b>Staff</b>			
<b>Managers</b>				
Robert Jenkins (Admin Services)				
Dr. Wally Johnson (Dean, Social Sciences), VPI Designee				
Joanna Oxendine (Grants)				
Shalita Tillman (Cal Works)				
Vacant (Directory, DSP&S), VPSS Designee				
<b>10% - Faculty Members Representation by Division</b>				
Daniel Algattas, Faculty (Social Science)				
Danny Babin, Faculty (Applied Technology)				
Keynasia Buffong, Counselor (Student Services)				
Paul Ferri-Milligan (Arts & Humanities)				
Todd Heibel, Faculty (Science)				
Edward Jones, Faculty (Arts & Humanities)				
Judy Joshua (Arts & Humanities)				
Melissa King, Faculty (Social Science)				
Jessy Lemieux (Science)				
Maria Lopez (Counseling)				
Michael Mayne, Faculty (Mathematics, Business, and Computer Technology)				
Berchman(Kenny) Melancon, Faculty (Applied Technology, Transportation, and Culinary Arts)				
Sandra Moore, Faculty (Social Sciences, Human Development, and Physical Education)				
Miguel Ortiz (Applied Technology)				
Jose Recinos, Faculty (Arts & Humanities)				
John Roberts, Faculty (Applied Technology)				
David Smith, Faculty (Mathematics, Business, and Computer Technology)				
Anna Tolstova, Faculty (Science)				
Abena Wahab (Math)				
<b>At Least 3 Classified Staff Members/CSEA</b>				
Tim Hosford (Library)				
Girija Raghaven (Research)				
Kay Dee Yarborough (CSEA)				
<b>One Student</b>				
Jennifer Alhizures				

**Charge**

For regular programmatic assessment on campus, the Program Review Committee examines and evaluates the resource needs and effectiveness of all instructional and service areas. These review processes occur on one-, two-, and four-year cycles as determined by the District, College, and other regulatory agencies. Program Review is conducted by authorization of the SBVC Academic Senate.

**The purpose of Program Review is to:**

- Provide a full examination of how effectively programs and services are meeting departmental, divisional, and institutional goals
- Aid in short-range planning and decision-making
- Improve performance, services, and programs
- Contribute to long-range planning
- Contribute information and recommendations to other college processes, as appropriate
- Serve as the campus' conduit for decision-making by forwarding information to appropriate committees

**Membership**

Membership is comprised of at least 3 Vice Presidents or their designees, as appointed by the President, 10% faculty representation by Division, at least 3 classified staff members as appointed by Classified Senate/CSEA, and one student.

<b>Committee Members</b>	<b>Administrator/Chair(s)</b>	<b>Meeting Date(s)</b>	<b>Time</b>	<b>Meeting Place</b>
<b>Student Success and Support Committee</b>	Marco Cota (Chair)	Thurs.(3rd Thurs	3:00-4:30pm	AD/SS 102C
Dr. Scott Thayer, VP of Student Services	<b>Staff</b>	every month)		
Marco Cota, Dean of Counseling & Matriculation	Anita Moore			
<b>Other interested administrators &amp; faculty:</b>				
Yancie Carter				
April Dale-Carter				
Kimberly Jefferson				
Diane Hunter				
Moustafa Kanawati				
Manuel (Sonny) Loera (Tech)				
Miguel Ortize				
Dr. James Smith				
Dr. Stephanie Lewis				
<b>Other interested Classified Staff /CSEA as of report dated 11/9/11</b>				
Christie Gabriel-Millette				
<b>Other interested students:</b>				
Spencer Layman				
Alan Perez				

#### **Charge**

The Student Success Committee is authorized by the Academic Senate to annually review and update the College's Student Success Plan, propose the budget for categorical matriculation funds, provide advice on policies, procedures, and implementation of matriculation components including admission, orientation assessment, counseling, prerequisites, follow-up, training, and research.

#### **Membership**

Membership is comprised of the Vice President of Student Services, Dean of Counseling and Matriculation, Director of Admissions & Records, Director of Financial Aid, Student Success Coordinator, Dean of Research, Planning and Institutional Effectiveness, one representative from English, Reading, and Math, and other interested administrators, faculty, staff and students.

<b>Committee Members</b>	<b>Administrator/Chair(s)</b>	<b>Meeting Date(s)</b>	<b>Time</b>	<b>Meeting Place</b>
<b>Technology Committee</b>	Rick Hrdlicka, Adm & Co-Chair	Wed. (1st & 3rd)Mthly	1-2PM	CTS 101
Dr. Wallace Johnson (VIP Designee)		9/4/2019		
Rick Hrdlicka (VPAS Designee)	Uvaldo Sifuentes, Co-Chair	9/18/2019		
Ron Hastings (VPSS Designee)		10/2/2019		
Rania Hamdy, Faculty Professional & Organizational Development		10/16/2019		
Jonathan Flaa, Audio Department Representative		11/6/2019		
Andy Chang , TESS Representative		11/20/2019		
Jeremy Simms, TESS Representative		12/4/2019		
Nathan Yearyean, Campus Technology Services Representative		12/6/2019		
<b>Other interested faculty and staff</b>		2/5/2020		
David Bastedo, Faculty (Science)		2/19/2020		
Mandy Batalo, Faculty (Arts & Humanities)		3/4/2020		
Lucas Cuny, Faculty (Arts & Humanities)		4/1/2020		
Kathy Kafela (Student Services)		4/15/2020		
Jeanne Marquis (Counseling)		5/6/2020		
Reggie Metu (Math)				
Malik Stalbert (Math)				
Bruce Underwood (Business)				
Patti Wall, Faculty (Library & Learning Resources)				
<b>Other interested Classified Staff/CSEA</b>				
Anna Bojorquez (DSPS)				
Uvaldo (aldo) Sifuentes				
<b>Other interested Students</b>				

#### **Charge**

The Technology Committee develops the Technology Plan for SBVC and submits it to the SBVC College Council. The Plan recommends methods to assess, purchase, install, and encourage use of new technology; technology funding priorities; and strategies for redistributing current resources. It sets standards and guidelines for the minimum specifications for new technology, for maintaining the current technology in new construction, and to maximize use of District network resources and instructional learning resources. Accessibility to technology will be considered when developing goals, methods, recommendations, guidelines, and standards. In addition, members serve as campus representatives on District Technology Committees.

#### **Membership**

Membership is comprised of the Vice Presidents of Instruction, Administrative Services, and Student Services, or their designees; a representative from the Audio Department; a representative from District Computing Services, representative(s) from the college Network Specialists and all other interested faculty and staff in the campus community.

**ADDITIONAL COMMITTEES**  
**(Alphabetical)**

<b>Committee Members</b>	<b>Administrator/Chair(s)</b>	<b>Meeting Date(s)</b>	<b>Time</b>	<b>Meeting Place</b>
<b>Administrative Services Cabinet</b>	Scott Stark, VPAS	TBD	TBD	TBD
<b>VPAS &amp; Administrative Services Supervisors:</b>				
Karol Pasillas, Administrative Coordinator				
Rick Hrdlicka, Director Technology Services				
Kevin Grishow, Supervisor Maintenance & Grounds				
Robert Jenkins, Director, Facilities, Maintenance & Operation				
Albert Camacho, Supervisor Custodial				
Erik Morden, Food Services Supervisor				
<b>Annual Awards (Spotlighting Our Success)</b>	Paul Bratulin, Campus Director, Marketing, Creative Services & Public Affairs	Varies	12:00-1:00 PM	Sunroom or CC-222 (TBD)
<b>One member from classified, faculty, management, Faculty Association and other interested individuals.</b>		Subsequent meetings-Bi-weekly	12:00-1:00 PM	
Paul Bratulin, Management				
<b>Other interested administrators &amp; faculty:</b>				
Victoria Anemelu, Faculty				
Jennifer Bjerke, Faculty				
Rania Hamdy, Faculty				
Todd Heibel, Faculty				
Dirkson Lee, Faculty				
Susan (Susie) Mattson, Faculty				
Mark Merjil, Management				
Stacy Meyer, Faculty				
Nick Nazarian, (Interim) Management				
Judy Zak, Faculty				
<b>Classified Staff/CSEA</b>				
Abe Fulgham (CSEA)				
Rose Garcia (CSEA)				
Phylcia Sanchez, (Senate)				
<b>Other Interest Classified Staff/CSEA</b>				
Rosemary Chavez				
Bonnie Cruz				
Amelia Gonzales				
Anita Hernandez				
Anita Moore				
Jacy White (PE)				

**ADDITIONAL COMMITTEES**  
**(Alphabetical)**

<b>Arts, Lecture &amp; Diversity</b>	Raymond Carlos Kay Weiss Ernie Guillen Co-Chairs	1st Wed. of the mth.	1:00-2:30PM	President's Conf Rm ADSS-207
<b>VPI &amp; VPSS or designees, Dean of Humanities:</b>	<b>Staff</b>			
Raymond Carlos (VPSS designee)	Maritza Portillo			
Leticia Hector, Interim Dean of Arts & Humanities				
<b>Other interested administrators &amp; faculty:</b>				
Lori Blecka, Faculty (Math)				
Paul Bratulin, Marketing				
Jamie Herrera, Faculty, Student Services				
Denise Knight, Faculty (Social Science)				
Alma Lopez, Faculty (Humanities)				
Sana Massad, Faculty (Science)				
Nicole Mendoza, Counselor				
Deanne Rabon, Faculty, Student Services				
Maria Del Carmen Rodriguez, Dean, Student Equity and Success				
David Rosales, Faculty (Humanities)				
Matie Scully, Faculty (Humanities)				
Robyn Seraj, Faculty (Science)				
James Stewart, Faculty (Humanities)				
Teresa Weaver, Faculty (Science)				
<b>Other interested Classified Staff/CSEA</b>				
Ernest Guillen (Senate)				
Mary Valdemar (CSEA)				
<b>Other interested students:</b>				
Marianna Pineda, M.pinedalapizco2361@student.sbccd.edu				
<b>Basic Skills</b>	Dina Humble, VPI	2nd & 4th Tues.	2:30-3:30pm	AD200C
<b>Vice President of Instruction</b>	Micah Martin (Co-chair)			
Dina Humble, Vice President of Instruction-(Co-chair)				
<b>At least One Faculty Member from Counseling, English, Mathematics, and Reading</b>				
Dr. Ailsa Aguilar-Kitibutr, Faculty (Counseling)				
Tammy Allen, Faculty (Arts & Humanities)				
Jody Fehr, Faculty (Academic Success & Learning Services)				
Paula Ferri-Milligan, Faculty (Arts & Humanities)				

**ADDITIONAL COMMITTEES**  
**(Alphabetical)**

Ann Gibbons (Math)				
Richard Jaramillo, Faculty (Applied Technology, Transportation, and Culinary Arts)				
Judy Joshua, Faculty (Arts & Humanities)				
Dmitriy Kakantarov (Interim Dean, Science)				
Dirkson Lee, Faculty (Arts & Humanities)				
Stephanie Lewis, Dean (Math)				
Jeanne Marquis (Social Sciences)				
Joan Murillo (Science)				
Mike Powell, Faculty (Social Science)				
Patty Quach, Dean (Academic Success & Learning Services)				
Tahirah Simpson, Faculty (Counseling)				
Soha Sobhanian, Faculty (Science)				
Leticia Hector, Interim Dean (Arts and Humanities)				
<b>Other interested Classified Staff/CSEA</b>				
Senate VACANT				
Senate VACANT				
<b>Campus Life &amp; Commencement</b>	Raymond Carlos	Thursday	10-11 a.m.	CC-142
<b>VPSS, Dir. Student Life, Student Activities Coordinator, ASG President, Student Services Dean, Director of Marketing:</b>	<b>Staff</b>			
Carlos, Raymond	Maritza Portillo			
Marie Maghuyop				
Bratulin, Paul				
<b>Other interested administrators &amp; faculty:</b>				
Monica Contreras, Counselor				
April Dale-Carter				
Melinda Fogle-Oliver				
Sheela Free, Faculty (Humanities)				
Lisa Hepburn-Stroud				
June Hill				
Guy Hinrichs, Faculty (Applied Technology)				
Patricia (Tricia) Holder, Faculty (Social Science)				
David Martin, Faculty (Math)				
Marie Mestas, Librarian				
Erik Morden				
Debbie Orozco, Counselor, Student Services				

**ADDITIONAL COMMITTEES  
(Alphabetical)**

John Shipp, Faculty (Social Science)				
Scott Stark				
<b>Other interested Classified Staff:</b>				
Rose Garcia(Senate)				
Ruben Leyva				
Anita Moore (CSEA)				
<b>Other interested students:</b>				
Macias Kirsten, k.macias8031@student.sbccd.cc.ca.us				
Victoria Zamoranao, v.zamorano4710@student.sbccd.cc.ca.us				
<b>Campus Sustainability</b>	Scott Stark	<b>NOTE: Not in session for Fiscal Year 2019-2020</b>		
Mary Valdemar (CSEA)				
<b>DSP&amp;S Advisory</b>	Michelle Crocfer	April 2015 TBD	1:00-3:00pm	TBD
	co-chairs			
Dean of Student Services, Dir. of Disabled Student Services, Dir. of Health Services & interested faculty, staff, and students:	<b>Staff</b> Michelle Crocfer			
<b>SBVC Adm./Faculty Members:</b>				
Vacant, Director, DSPS				
Elaine Akers, Coordinator, Student Health Services				
John Banola, APE Instructor, PE				
Jay Danley, Instructor				
Emma Diaz, AB86 Project Coordinator				
Alicia Hallex, Faculty, DSP&S				
Heather Johnson, Faculty, FYE				
Marie Mestas, Librarian				
Scott Stark, VP, Administrative Services				
Shalita Tillman, Manager CALWorks/Workforce Development				
<b>SBVC Classified Staff:</b>				
Michelle Crocfer, DSPS (Co-Chair/Senate)				
Laurie Sullivan, DSPS (CSEA)				
<b>SBVC Student Members:</b>				
<b>Community Partnership Members:</b>				
Department of Rehabilitation				
East Valley SELPA				
Inland Career Education Center, SBCUSD				

**ADDITIONAL COMMITTEES**  
**(Alphabetical)**

Inland Empire Health Plan (IEHP)				
Inland Regional Center				
Rolling Start				
Services to Students with Disabilities-CSUSB				
Transition Program, SBCUSD				
Working on Real Careers (WORC), SBCUSD				
<b>Honors</b>	Dina Humble, VPI	2nd Monday of the month	3:00-4:00	B-222
<b>VPI or designee, the Honors Coordinator, Honors Counselor:</b>				
Dina Humble, VPI				
Leticia Hector, Interim Dean, Arts & Humanities				
Daihim Fozouni, Honors Coordinator				
<b>Interested administrators and faculty:</b>				
Anthony Blacksheer, Faculty (Social Science)				
James (J.D) Dulgeroff, Faculty (Social Sciences, Human Development, and Physical Education)				
Ed Gomez, Faculty (Social Science)				
June Hill (Science)				
Jacob Hutchanson, Faculty (Science)				
Deanna Kelley-Silagy, Counselor (Student Services)				
Michael Levine, Faculty (Social Science)				
Michael Slusser (Arts and Humanities)				
Julie Tilton Faculty (Arts & Humanities)				
<b>Instructional Cabinet</b>	Dina Humble, VPI	Thurs. (weekly)	10-11:30am	AD-200
<b>VPI and the deans reporting to the VPI:</b>				
Patty Quach, Interim Dean, Applied Technology, Transportation, and Culinary Arts	<b>Staff</b> Laura Gowen			
Leticia Hector, Interim Dean, Arts & Humanities				
Dr. Stephanie Lewis, Dean, Mathematics, Business, and Computer Technology				
Patty Quach, Dean (Academic Success & Learning Services)				
Dmitriy Kalantarov, Dean, Science				
Dr. Wallace Johnson, Dean Social Sciences, Human Development, and Physical Education				
<b>Online Programs</b>	Dina Humble, VPI	Fridays	As Needed	Various
<b>Interested faculty, administrators, staff, and students:</b>				
Diana Ablinger, Faculty (Arts and Humanities)	Margaret Worsley (co-chair)			
Maha Al-Husseini, Faculty (Mathematics, Business, and Computer Technology)				
Janet Courts, Faculty (Mathematics, Business, and Computer Technology)				



**ADDITIONAL COMMITTEES  
(Alphabetical)**

Colleen Calderon, Faculty (Social Science)				
Andrea Hecht, Faculty (Student Services)				
Lisa Henkle (Social Sciences)				
Patty Jones, Faculty (Student Services)				
Joseph Notorangelo, Faculty (Arts & Humanities)				
Romana Pires, Faculty (Social Science)				
Roger Sadler, Faculty (Science)				
Soha Sobhanian, Faculty (Science)				
Teri Strong, Faculty (Mathematics, Business, and Computer Technology)				
Leticia Hector, Interim Dean, Arts & Humanities				
Michael Torrez, Faculty (Science)				
<b>Interested Classified Staff:</b>				
<b>Interested students:</b>				
Michael Huang (ASG) asg.instructional.sbvc@gmail.com				
<b>MANAGERS MEETINGS</b>	Diana Rodriguez, President	4TH FRI MTH/MONTHLY	2-4pm	Pres. Conf. Rm ADSS-207
<b>Valley College managers (directors, deans, vice presidents):</b>	<b>Staff</b> Debby Gallagher	<b>Fall/Spring, 2019-2020</b>		
Diana Rodriguez, President		8/22/2019 Cancelled		
Dina Humble, VPI		9/27/2019		
Dr. Scott Thayer, VPSS		10/25/2019		
Scott Stark, VPAS		11/22/2019		
Paul Bratulin, Campus Director, Marketing, Creative Services & Public Affairs		12-20-19 (3 <sup>rd</sup> Fri.)		
Larry W. Brunson, Jr., Director, DSP&S		1/24/2020 - Cancelled		
Albert Camacho, Supervisor, Custodial		2/28/2020		
Raymond Carlos, Director, Student Life		3/27/2020		
Marco Cota, Dean Counseling & Matriculation		4/24/2020		
April Dale-Carter, Director, A&R		5-22-20-Cancelled		
Paul Dennis, Director, Police Academies		6-25-20 (Thurs.)		
Emma Diaz, Director, ABEG Grant		7-23-20 (Thurs.)		
Kevin Grishow, Supervisor, Grounds & Maintenance				
Ron Hastings, Director, Library & Learning Support Serv.				
Leticia Hector, Interim Dean, Arts & Humanities				
Joanne Hinojosa, Director, EOPS & CARE				
Rick Hrdlicka, Director, Technology Services				
Robert Jenkins, Director, Facilities, Maintenance & Operation				
Dr. Wallace Johnson, Dean SS, Hum Dev & PE				

**ADDITIONAL COMMITTEES**  
**(Alphabetical)**

Dmitriy Kalantarov, Dean Science				
Michael (Mike) Layne, Interim Director, Development/SBVC Foundation				
Dr. Stephanie Lewis, Dean, Math, Bus & CT				
Mark A. Merjil, Director, CDC				
Erik Morden, Supervisor, Food Services				
Joanna Oxendine, Interim Director, Grant Development & Mgmt.				
Patricia Quach, Dean, Academic Success & Learning				
Carmen Rodriguez –Dean, Student Equity & Success				
Dave Rubio, Director, Athletics				
James E. Smith, Dean, Research, Planning & IE				
Shalita Tillman, Manager, CalWORK's and Workforce Development				
Sam Trejo, Director, Financial Aid				
Leticia Hector, Interim Dean, Arts & Humanities				
Sharaf Williams, Director, First Year Experience				
Vacant, Dean AT,Transp & CA				
Vacant, Assoc Dean & Nursing Director				
<b>President's Cabinet</b>	<b>Diana Rodriguez, President</b>	Tuesday's- Weekly	9 AM -12 PM	President's Office Rm AD-208B or President Conference Rm ADSS-207
<b>Valley College Vice Presidents:</b>	<b>Staff</b> Debby Gallagher			
Dina Humble, VPI				
Scott Stark, VPAS				
Dr. Scott Thayer, VPSS				
Dr. James E. Smith, Dean, Research, Planning & IE				
<b>Scholarships</b>	Mike Layne - Interim Foundation Director	Thursdays	2-3PM	CC-222
<b>Foundation Director:</b>	Management Appointee/Co- Chair:			
Mike Layne, Interim Foundation Director				
<b>Interested administrators &amp; faculty: (Faculty Members per Faculty Committee Assignment List 2019-2020)</b>				
Marcia Alfano-Wyatt				
Kellie Barnett				
Raymond Carlos				
Yon Che				
Kristin Hauge				
Joanne Hinojosa				
Abeir Israel				
Maria Del Carmen Rodriguez				

**ADDITIONAL COMMITTEES  
(Alphabetical)**

Robyn Seraj				
Shalita Tillman				
Mary Lou Vasquez				
Mark Williams				
Sohard Zardkahi				
<b>Classified Staff/CSEA:</b>				
Anita Moore (CSEA)				
Phylcia Sanchez (by position per Senate)				
Maria Trujillo (Senate)				
<b>Other interested Classified Staff/CSEA</b>				
Mary Bradley				
Laura Estrada				
Katherine Fonseca				
Patrice Hollis				
Marie Perez				
Oscar Rodriguez				
<b>Student Policies &amp; Scholastic Standards</b>	April Dale-Carter	Friday (Weekly)	9:00-10:00am	ADSS 100C
<b>VPSS or designee, Director of A&amp;R &amp; interested faculty, a classified staff member from the Admissions and Records Office and one student:</b>				
Victoria Anemelu				
Anthony Castro				
Maribel Cisneros				
Leslie Gregory				
Diane Hunter (Humanities)				
Patrice Hollis				
Leonard Lopez, Faculty (Social Science)				
Tamara Maurizi				
Violeta Obra				
Maria Del Carmen Rodriguez				
Donald Wilson				
Kimberly Wingston, Faculty (ASLS)				
Andre Wooten				
<b>Classified Staff/CSEA as of report dated 11/9/11</b>				
Julie Ulloa(CSEA)				
<b>One Student:</b>				

**ADDITIONAL COMMITTEES**  
**(Alphabetical)**

<b>Student Services Council</b>	Dr. Scott Thayer, VPSS	2nd & 4th Thurs of month	10-11:30am	Pres Conf Room ADSS 207
<b>VPSS and the Student Services leadership team:</b>	<b>Staff</b>			
Ailsa Aguilar-Kitibutr	TBD			
Elaine Akers				
Veada Benjamin				
Raymond Carlos				
Yancie Carter				
Marco Cota				
April Dale-Carter				
Andrea Hecht				
Jamie Herrera				
Joanne Hinojosa				
Cindy Huerta				
Celia Huston				
Heather Johnson				
Kathy Kafela				
Joseph Nguyen				
Deanne Rabon				
Fermin Ramirez				
Maria del Carmen Rodriguez				
Oscar Rodriguez				
Dr. Scott Thayer, VPSS				
Shalita Tillman				
Samuel Trejo				
Maria Trujillo				
Sharaf Williams				
Andre Wooten				
<b>Student Services Manager's Meeting</b>	Dr. Scott Thayer, VPSS	2nd Thursday	10-11:30AM	Pres. Conf. Rm ADSS-207
Dr. Scott Thayer, VPSS				
Raymond Carlos, Director, Student Life				
Marco A. Cota, Dean of Counseling & Matriculation				
April Dale-Carter, Director of A&R				
Joanne Hinojosa, Director of EOPS & CARE				
Carmen Rodriguez, Dean, Student Equity and Success				
Shalita Tillman, Manager, CalWORKs and Workability III		Yearly	TBD	TBD
Sam Trejo, Interim Director of Financial Aid				
Sharaf Williams, Director, First Year Experience				

**ADDITIONAL COMMITTEES**  
**(Alphabetical)**

Vacant, Director of DSP&S				
<b>Tenure Review</b>	Dina Humble, VPI			
The Tenure Review Committee follows the charge, membership, and timeline as defined in the current agreement between the SBCCD and the SBCCD Chapter CTA.	Davena Burns-Peters - Faculty Chair			
	Staff Laura Gowen			

**OFFICE OF THE PRESIDENT**

**ANNUAL AWARDS COMMITTEE**

**Charge**

The Annual Awards Committee plans and implements the Annual “Spotlighting Our Success Faculty & Staff Awards Celebration” event each spring. This event recognizes outstanding employees and retirees from all areas of the campus. The committee organizes a campus-wide nomination and voting process that leads to organizing and coordinating all logistics related to the awards ceremony event. The committee chair is the Director of Marketing & Public Relations with guidance from the Office of the President.

**Membership**

Membership is comprised of at least one member from classified, faculty, management, Faculty Association and other interested individuals.

**MANAGERS MEETING:**

Reporting to the President, Valley College managers (directors, deans, vice presidents) meet as needed with the President to review and discuss items as submitted to the College Council, and to study leadership theory and practice.

**PRESIDENT'S CABINET**

The President meets weekly in a staff meeting with the Vice Presidents, to discuss operations and logistics.

**SCHOLARSHIPS**

**Charge**

The Scholarships Committee reviews applications for scholarships and makes awards according to guidelines.

## **ADDITIONAL COMMITTEES (Alphabetical)**

### **Membership**

Membership is comprised of the Foundation Director, and interested administrators, faculty, and classified staff.

### **INSTRUCTIONAL SERVICES**

#### **BASIC SKILLS COMMITTEE**

##### **Charge**

The Basic Skills Committee creates the planning documents, oversees the implementation of the campus basic skills plan, and prepares the college's basic skills report.

##### **Membership**

Membership is comprised of the Vice President of Instruction, at least one faculty member from counseling, English, mathematics, and reading, and other interested faculty, administrators, staff, and students.

#### **HONORS**

##### **Charge**

The Honors Committee serves as an advisory committee to the Vice President of Instruction relative to the college's Honors Program including the admission of students into the program, assessment of program effectiveness, the schedule rotation of honors courses, proposals for new honors courses , and the evaluation of existing honors courses.

##### **Membership**

Membership is comprised of the Vice President of Instruction or designee, the Honors Coordinator, Honors Counselor, and interested administrators and faculty.

#### **INSTRUCTIONAL CABINET**

##### **Charge**

The Instructional Cabinet reviews instructional related issues and concerns and advises the Vice President of Instruction.

##### **Membership**

Membership is comprised of the Vice President of Instruction and the deans reporting to the Vice President of Instruction.

#### **ONLINE COMMITTEE**

##### **Charge**

## **ADDITIONAL COMMITTEES**

### **(Alphabetical)**

The Online Committee advises the Vice President of Instruction regarding issues related to online learning at the college. In addition, the committee assists discipline faculty in the preparation of distance education requests to the Curriculum Committee. The committee serves as a conduit of Information among faculty, administration, and students by providing vision for issues related to online learning.

#### **Membership**

Membership is comprised of interested faculty, administrators, staff, and students.

#### **TENURE REVIEW COMMITTEE**

##### **Charge**

The Tenure Review Committee meets in January to review the four evaluations of each faculty member being considered for tenure. If all four evaluations of a faculty member are fully satisfactory, the Tenure Review Committee shall recommend that individual to the President for tenure. If the Tenure Review Committee has any doubts about a faculty member's overall performance, the committee shall, in consultation with the faculty supervisor, set up a new evaluation of him/her, to be conducted according to the evaluation procedure already in place in the District. If the committee wants to use tenure procedures or materials as part of this evaluation, it can do so only with the consent of the affected faculty member. The two faculty members on the Tenure Review Committee who were appointed by the Senate and the bargaining unit shall serve as the peer evaluators for this evaluation. At the conclusion of this evaluation, the Tenure Review Committee shall meet and decide on a recommendation to the President of tenure or dismissal for the faculty member in question. All recommendations regarding fourth-year faculty members shall be submitted to the President by February 15. If the President and committee disagree, they shall meet with the District Chancellor to present their differing points of view. The Chancellor shall have final authority to make a recommendation to the Board of Trustees (this charge and membership quoted directly from the current AGREEMENT between the SBCCD and the SBCCD Chapter CTA/NEA).

Per the provision of the CTA contract, the Tenure Review Committee is also involved in providing remediation assistance to those faculty whose evaluations are less than satisfactory.

##### **Membership**

The College President appoints a tenured faculty member as the Tenure Review Coordinator who chairs the committee and the appropriate Vice Presidents or designees. The President of the Academic Senate and the college representative of the collective bargaining unit each appoint one tenured faculty member to serve on the Tenure Review Committee.

#### **STUDENT SERVICES**

#### **ARTS, LECTURES, AND DIVERSITY COMMITTEE**

##### **Charge**

The Arts, Lectures, and Diversity Committee plans and promotes a series of lectures and cultural events designed to celebrate our diversity and enrich the instructional environment of the college.

## **ADDITIONAL COMMITTEES**

### **(Alphabetical)**

#### **Membership**

Membership includes the Vice Presidents of Instruction and Student Services or designees, Dean of Humanities, and interested administrators, faculty, classified staff and students.

#### **CAMPUS LIFE AND COMMENCEMENT**

##### **Charge**

This Campus Life and Commencement Committee monitors and serves as the primary clearing house for student activities on the campus, including commencement. The committee develops a campus-wide master calendar in coordination with the Director of Marketing.

##### **Membership**

Membership is comprised of the Vice President of Student Services, Director of Student Life, Student Activities Coordinator, ASG President, Student Services Dean, Director of Marketing, and interested administrators, faculty, classified staff, and students.

#### **DISABLED STUDENT PROGRAMS AND SERVICES (DSPS) ADVISORY COMMITTEE**

##### **Charge**

This Disabled Student Programs and Services (DSPS) Advisory Committee serves as an advisory committee to the Director of DSPS relative to the needs of students with disabilities.

##### **Membership**

Membership is comprised of the Student Success Coordinator, Coordinator of Disabled Student Services, Coordinator of Health Services, and interested faculty, staff and students.

#### **STUDENT POLICIES & SCHOLASTIC STANDARDS**

##### **Charge**

The Student Policies and Scholastic Standards Committee serves as an advisory committee for the development and implementation of academic policies such as but not limited to petitions related to admissions, probation, disqualification, and graduation requirements.

##### **Membership**

The membership is comprised of the Director of Admissions & Records, interested faculty, a classified staff member from the



## **ADDITIONAL COMMITTEES (Alphabetical)**

Admissions and Records Office, and one student.

### **STUDENT SERVICES COUNCIL**

#### **Charge**

The Student Services Council meets on a periodic basis to discuss and review campus issues particularly applicable to student success.

#### **Membership**

Membership is comprised of the Vice President of Student Services and the Student Services leadership team.

### **STUDENT SERVICES Manager's Meeting**

#### **Charge**

The Student Services Manager's meeting reviews Student Services related issues and concerns in an advisory capacity to the Vice President of Student Services.

#### **Membership**

Membership is comprised of the Vice President of Student Services , Dean of Counseling and Matriculation, Director of Admissions and Records, Director of DSP&S, Director of EOP&S, Director of Financial Aid, Director of First Year Experience, Director of Library and Learning Services, Director of Student Life, and Manager, CalWORKs and Workability III.

## **ADMINISTRATIVE SERVICES**

### **ADMINISTRATIVE SERVICES CABINET**

#### **Charge**

Reporting to the Vice President of Administrative Services, the Administrative Services Cabinet meets on a periodic basis to discuss and review campus related issues and advise the Vice President of Administrative Services.

#### **Membership**

Membership is comprised of the Vice President of Administrative Services and the Administrative Services Supervisors.

### **CAMPUS SUSTAINABILITY**

#### **Charge**

The Campus Sustainability committee charge is to advance and implement the strategies and seven goals of the SBCCD Sustainability Plan on the SBVC campus; specifically developing, designing, and implementing campus policies and procedure for sustainability.

#### **Membership**

Membership includes all SBVC members of the SBCCD Sustainability Committee, and any other interested managers, faculty, staff, and students.