



MEMORANDUM

Office of The President

TO: San Bernardino Valley College

FROM: Gilbert J. Contreras, President 
Tatiana Vasquez, Academic Senate President
Kevin Moreno, Classified Senate President

RE: **Overview of College Committees**

DATE: August 14, 2026

Dear San Bernardino Valley College,

This memorandum shares more information about Valley College committees. There are 5 committees that report to the College Council and 4 committees that report to the Academic Senate.

This memo provides brief descriptions, charges, composition, and meeting schedules. Our constituent groups are working hard to finalize appointments to committees.

It is important to note that Committees of the College Council are tri-chair model (Manager, Faculty, and Classified Professional) and Committees of the Academic Senate are a Co-Chair Model (Manager and Faculty).

In addition to the College Council Committees and Academic Senate Committees, during the Fall 2026 semester, President Contreras will be forming an advisory committee that directly reports to the College President. This committee was approved by College Council as a recommendation from the Participatory Governance Task Force on April 29, 2026.

COMMITTEES OF THE COLLEGE COUNCIL

College Council has 5 adopted committees, including:

- Accreditation
- College Standards, Processes, and Practices
- Facilities, Safety, and Technology
- Institutional Effectiveness
- Planning & Resource Allocation

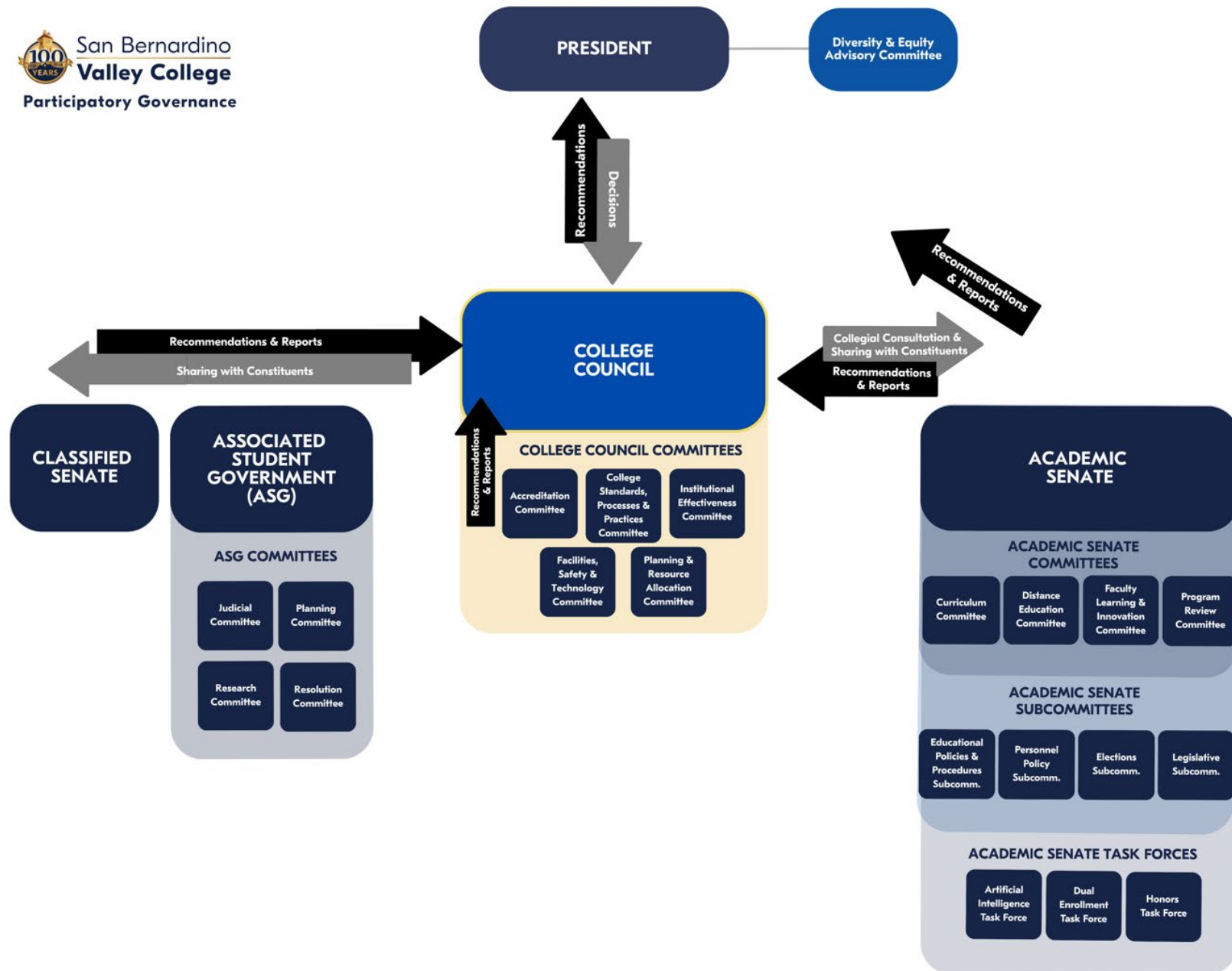
Each committee above has the following representation (except for Accreditation, the details about the composition of the Accreditation Committee are below on page 4):

- 4 Classified Professionals
- 4 Faculty
- 4 Managers
- 2 Students

The representatives for each committee will be selected by each constituent group. For faculty representation, there are 2 different roles in each committee (voting members and alternate members). All are required to attend committee meetings and more information will be shared at the **Academic Senate All-Faculty** meeting next week.

**SAN BERNARDINO VALLEY COLLEGE COMMITTEES
ACADEMIC YEARS 2026-27 AND 2027-28
MEETING FREQUENCY**

ACADEMIC SENATE COMMITTEES		TIMES	DAYS
1	Curriculum	2:00 PM - 4:00 PM	1st and 3rd Monday
1a	Curriculum Technical Review (subcommittee)	1:00 PM - 3:00 PM	2nd and 4th Monday
2	Distance Education	3:00 PM - 5:00 PM	1st and 3rd Thursdays
3	Faculty Learning and Innovation Committee	3:00 PM - 5:00 PM	2nd and 4th Tuesday
4	Program Review	2:00 PM - 4:00 PM	2nd and 4th Monday
COLLEGE COUNCIL COMMITTEES		TIMES	DAYS
5	Accreditation	2:00 PM - 4:00 PM	2nd and 4th Thursday
6	College Standards, Processes, and Practices	3:00 PM - 5:00 PM	2nd and 4th Monday
7	Facilities, Safety, and Technology	3:00 PM - 5:00 PM	2nd and 4th Tuesday
8	Institutional Effectiveness	2:00 PM - 4:00 PM	1st and 3rd Thursday
9	Planning and Resource Allocation	3:00 PM - 5:00 PM	1st and 3rd Thursday



COMMITTEES OF THE COLLEGE COUNCIL

Brief Descriptions

Reminder: Committees of the College Council are tri-chair model (Manager, Faculty, and Classified Professional). Each committee of the College Council has the following representation (except for Accreditation, the details about the composition of the Accreditation Committee are below):

- 4 Classified Professionals
- 4 Faculty
- 4 Managers
- 2 Students

Accreditation Committee

The Accreditation Committee serves as a recommending body to College Council to provide leadership and management of the College's accreditation and ACCJC related matters. The committee coordinates the preparation of all required accreditation reports, such as the ISER. The committee educates campus constituents about the accreditation process and associated standards. A major task of the accreditation committee is to coordinate evidence and documentation that Valley College meets accreditation standards. The composition of the Accreditation Committee:

Manager: Co-Chair
Faculty: Co-Chair

Classified Professionals:	1
CSEA	1
Managers:	4
Student:	1
Faculty:	at least 1 representative per division

College Standards, Policies, and Practices Committee

The College Standards, Policies, and Practices committee provides recommendations to College Council on improving the student-experience to advance Valley College as a boldly student-centered institution. The committee prioritizes fostering a sense of belonging for all students by evaluating standards, policies, and practices at Valley College. Major tasks of this committee are to conduct an annual student equity walk, review online resources with an equity lens, review institutional processes and practices that present barriers for students, climate surveys, and related items requesting college input from PPAC.

COMMITTEES OF THE COLLEGE COUNCIL (continued)

Brief Descriptions

Facilities, Safety, and Technology Committee

The Facilities, Safety, and Technology Committee provides recommendations on the planning, development, and stewardship of the college's physical infrastructure, campus safety, and technology resources. The committee ensures that facilities, safety, and technology planning are integrated with institutional planning priorities, program review, and Master Plans. Major tasks of this committee include the implementation of a "safety walk," active shooter training, and great shakeout training.

Institutional Effectiveness Committee

The Institutional Effectiveness Committee serves as a recommending body to College Council. The primary charge of the Institutional Effectiveness committee is to evaluate how effectively Valley College fulfills its mission by assessing institutional outcomes and reviewing key performance indicators. Primary tasks of the Institutional Effectiveness committee include reviewing outcome data, graduating class data, stopout data, evaluating the effectiveness of committees, updating the participatory governance handbook, review program review (senate) and program evaluation (stat cards-management) outcomes and provide recommendations for improvement.

Planning & Resource Allocation Committee

The Planning and Resource Allocation Committee guides the integration of institutional planning, and resource allocation to ensure that college resources are directed by collegewide priorities. This committee reviews recommendations from institutional effectiveness, program review, and management program evaluation of the College. The Planning and Resource allocation committee helps guide the College's resource allocation based on integrated planning, holistic assessment of College resources, and outcomes driving student success and equity. Major tasks of the committee include evaluating resource requests from non-academic programs. The committee makes recommendations to the College Council.

COMMITTEES OF THE ACADEMIC SENATE

Charges

Curriculum Committee

The Curriculum Committee is a standing subcommittee of the Academic Senate. Under AB 1725 and Title 5 regulations, curriculum is an academic and professional matter under the purview of the Academic Senate. The Committee is authorized to make recommendations to the Board of Trustees regarding all matters related to the curriculum of the college.

Distance Education Committee

The Distance Education Committee is responsible for establishing and maintaining standards for the quality, accessibility, and integrity of distance education at Valley College. The committee maintains faculty oversight of distance education pedagogy, course quality standards, regular and substantive interaction policy, accessibility and ADA compliance for online courses, and faculty preparation for online and hybrid instruction. The committee develops, reviews, and recommends policies that ensure distance education courses meet the same standards of rigor, equity, and student engagement as face-to-face instruction, consistent with Title 5 §§55200–55210 and ACCJC standards. Recommendations are forwarded to the Academic Senate for final action.

Faculty Learning and Innovation Committee

The Faculty Learning and Innovation Committee is a committee of the Academic Senate responsible for advancing the professional learning and development of Valley College faculty. Operating under the Senate's primary authority over faculty professional development policy (Title 5 §53200; 10+1, Item 8), the committee develops, plans, and evaluates professional development programs, policies, and priorities that strengthen faculty capacity to serve Valley College's diverse student population. The committee serves all full-time and part-time faculty, recognizing that professional growth across all faculty roles is essential to institutional effectiveness and student success. Recommendations are forwarded to the Academic Senate for final action.

COMMITTEES OF THE ACADEMIC SENATE (continued)

Charges

Program Review Committee

The Program Review Committee leads and manages the academic program review process, in alignment with ACCJC accreditation standards and linking self-evaluation to institutional planning. For purposes of this committee's scope, academic programs are defined as instructional programs and student services programs in which faculty hold primary responsibility for design, delivery, or oversight of program outcomes. The committee develops and refines program review processes, standards, and criteria through faculty-driven, evidence-based evaluation. Resource needs are collected and synthesized through academic program review and they shall be forwarded to the Planning and Resource Allocation Committee.