



**SBCCD Services Planning and Program Review Committee  
MINUTES**

550 E. Hospitality Lane, Ste 200  
San Bernardino, CA 92408

February 14, 2020

Jeremiah Gilbert, Chair	Farrah Farzaneh (SBCCD)	Jason Brady (TESS)	Virginia Diggle (SBCCD)
Judy Rodriguez (SBVC)	Jeremy Sims (SBCCD)	Joel Lamore (CHC)	Heather Ford (recorder)

Agenda Items	Discussion	Action Items/Tasks
I. Call to Order & Introductions	J. Gilbert called the meeting to order at 10:04 a.m.	
II. Approval of Minutes	The Committee reviewed and approved the minutes from 10/11/19	<b>Action Item – Approved by Consensus</b>
III. Suspend 2 and 4 Year Evaluations	J. Gilbert reported various changes throughout the District. VC Richard Galope is no longer with the District, EDCT grants will be reassigned to campuses. K. Hannon has been promoted to Vice Chancellor HR and Police Department has been reorganized under HR department. J. Gilbert asked the committee to suspend the 2- and 4-year evaluations due to the District reorg. All agreed.	
IV. Resource Requests Form	J. Gilbert reviewed the resource request form with the committee. The committee agreed to change “budget” to “other”. Under Request Need – replacement to identify no personal replacement. Also, Prof. Experts to be removed since they are not permitted employees.	
V. Summer Timeline	Funding requests for funding 2021-2022. Typically, we have the campuses request by May. J. Gilbert reported at the April 2020 meeting he will draft a timeline as to deadlines for Program Review. V. Diggle asked to have requests earlier than July. J. Gilbert and committee agreed to have the deadline prior to July.	
VI. Upcoming Meetings	Cancelled - March 13, 2020 meeting cancelled. V. Diggle requested to change the meetings other than Fridays. J. Gilbert will look at scheduling based on current membership and other committee meetings and will report back in April.	
VII. Other/Future Agenda Items	J. Gilbert will supply this committee with the possibility of the membership changing due to the District reorg. He will have more information at the April meeting.	
VIII. Next Meeting	Next meeting - April 10, 2020 at 10:00 a.m.	
IX. Adjournment	Meeting adjourned at 10:29 a.m.	

Respectfully submitted,

Heather Ford  
Executive Administrative Assistant  
Office of the Chancellor