

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

NOTICE OF SPECIAL MEETING

A special meeting of the San Bernardino Community College District Board of Trustees is hereby called for 4:00 p.m., Tuesday, October 29, 2013 at the District Office, 114 S. Del Rosa Drive, San Bernardino, California. The agenda for this special meeting is attached in accordance with Education Code Section 72121.

Bruce Baron
Chancellor and Secretary to the Board of Trustees

October 25, 2013

**San Bernardino Community College District
Special Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Tuesday, October 29, 2013 – 4:00 p.m. – Board Room**

- 1. CALL TO ORDER – PLEDGE OF ALLEGIANCE**
- 2. PUBLIC COMMENT**

The San Bernardino Community College Board of Trustees welcomes public comment on issues within the jurisdiction of the District. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 382-4091 as far in advance of the Board meeting as possible.

- 3. INSTITUTIONAL PRESENTATIONS**
 - a. Redistricting
- 4. APPROVAL OF MINUTES**
 - a. October 10, 2013 (p.1)
- 5. CONSENT AGENDA**
 - a. Consideration of Approval to Move Staff Reports (p.10)
- 6. ACTION ITEM**
 - a. Consideration of Approval of Redistricting (p.11)
- 7. ADJOURN – The next regular meeting of the Board of Trustees will be on Thursday, November 14, 2013.**

**San Bernardino Community College District
Meeting Minutes of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, October 10, 2013 – 4:00 p.m. – Board Room**

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Vice President Longville called the meeting to order at 4:02 p.m.

Members Present:

John Longville, Vice President
Donna Ferracone, Clerk
Gloria Macias Harrison
Dr. Kathleen Henry
Joseph Williams
Nickolas W. Zoumbos
Yasmeen Flores, Student Trustee, CHC
Rosalinda Sosa-Sanchez, Student Trustee, SBVC

Members Absent:

Donald Singer

Administrators Present:

Bruce Baron, Chancellor
Timothy L. Oliver, Interim Vice Chancellor Fiscal Services
Dr. Jack Miyamoto, Human Resources Consultant

Administrators Absent:

Dr. Gloria Fisher, Interim President, SBVC
Dr. Cheryl Marshall, President, CHC

Trustee Harrison led the Pledge of Allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- a. Public Employee Performance Evaluation
Government Code 54957
Title: Chancellor
- b. Conference with Labor Negotiators
Government Code 54957.6
Agency Negotiators: Bruce Baron and Jack Miyamoto
CTA
CSEA
Management/Supervisors
Confidential Employees

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None

4. CONVENE CLOSED SESSION

The Board convened to closed session at 4:04 p.m.

5. RECONVENE PUBLIC MEETING

The public meeting was reconvened at 4:44 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

No action taken.

7. INSTITUTIONAL PRESENTATIONS

a. Special Recognition of Colleen Gamboa, CSEA Employee of the Year from County Board of Supervisor James Ramos
Chancellor Baron gave a brief overview of the CSEA Employee of the Year award and showed a short video. John Futch presented Colleen with an award from the County of San Bernardino.

8. APPROVAL OF MINUTES

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve the Minutes of September 26, 2013

AYES: Ferracone, Harrison, Henry, Longville, Zoumbos,
Flores (advisory), Sosa-Sanchez (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: Williams

9. REPORTS

a. Board Members

- Trustee Zoumbos attended ACCT Conference and reported on the various sessions offered. Highlight of the conference was Bill Gates as the keynote speaker and his encouragement to be innovative and get ahead of technology.
- Trustee Harrison attended Construction Training Collaborative meeting to work toward drafting a policy to hire local contractors. Attended Job Walk event to urge people to hire locally.
- Trustee Ferracone attended the Installation of President Marshall at CHC and noticed many graduates of the colleges are now employed by the colleges.
- Trustee Henry attended ACCT Conference and reported the event was beneficial to learn about what trustees can do to make a difference in their colleges, specifically with Veterans programs. She attended the session on Colleges Serving Veterans Through Unique Programs and Partnerships.
- Trustee Williams attended ACCT Conference and attended a session focused on Community Colleges and K-12 Partnerships. He would like to challenge the District to look at Link Learning as a strategy to teach our students. He also attended a session on Strong Tools for an Effective Board Leadership. Trustee Williams shared a document from the San Bernardino Unified District that is used to track board requests for follow-up information. This is documented in the minutes. He would like to see a

review of the Board Policies and Bylaws to make sure they reflect the current board realities. Succession planning should be considered at the President, CEO and Cabinet levels. Trustee Williams would like the board to consider hosting one or two meetings at the different college campus to allow faculty and students easier access to the board. The last session he attended was on Successful Industry Partnerships for Workforce and Economic Development.

- Trustee Williams would like to have dialogue at the next board meeting on AB 955 to educate the students on the bill. Chancellor Baron reported Eloy Oakley, President of LBCC is in agreement to make a presentation on AB 955 at a board meeting. The Chancellor suggested students submit questions before the meeting.
- Trustee Williams would like the board to consider a special meeting on the Local Hire Policy. Chancellor Baron suggested we give more time to have a special meeting to allow attorneys to be present and the board to be prepared to take action on the policy. If we bring the policy to the board in November, it would allow us to follow the collegial consultation process, which is part of our administrative procedure. Chancellor Baron recommended the Local Hire Policy go to District Assembly in early November and come back to the board for approval on November 14.
- The board called a Special Meeting for October 29 at 4pm to address AB 955 and Redistricting pending availability of subject matter experts. AB 955 was requested to appear first on the agenda. Board members agreed AB 955 is to be included as an Information item on the agenda, not as an action item.
- Trustee Longville attended the SCAQMD event in Los Angeles where OmniTrans was recognized and awarded for their student transit program. We now have the audio recordings of the board meetings are available on the SBCCD website.

b. Student Trustees

- Yasmeen Flores reported working with OmniTrans on implementing a no-ride list for students who have not paid or who have dropped classes. Trustee Flores is working staff on campus to try and put verbiage on the registration website to warn students about dropping and payment of classes. There is talk on campus about extending campus hours and they are working through a survey to get student input. Developed a student email list for AB 955 to keep students informed and updated.
- Rosalinda Sosa Sanchez attended CHC Constitution Day. A Spanish club on campus published their first newsletter which exposes students to other clubs.

c. Chancellor

- Introduced Lawrence Strong, District Internal Auditor. Chancellor met the first entrepreneur class of 21 students and received a \$2,500 donation from Pacific Mercantile Bank. This is in addition to the \$25,000 Wal-Mart Foundation. This pays for additional one-on-one mentoring for each of the students. Education article appeared in the SB Sun on our commitment to veterans and our partnership with the County Veterans Administration and SB County Schools to offer activities during Veteran's Day Week.

10. PUBLIC COMMENT

The following individuals made public comments:
Chris Robles, Patricia Small, and Delores Armstead.

11. CONSENT AGENDA

The following changes were made to the Consent Agenda:

Item 11.c.1 Consideration of Approval of Professional Services Agreements
REMOVE:
To remove the Smith Marion & Company Contract.

Item 11.c.2 Consideration of Approval of Routine Contracts (p.50)
CHANGE:
To include the revised total to \$15,000.00 for Upstream Production, Inc.

Item 11.c.3 Consideration of Approval of Conference Attendance (p.82)
ADD:
NAME: Gwen DiPonio
DEPARTMENT: Title V
CONFERENCE: Annual National Collegiate Honors Council Conference (NCHC)
DATES: November 6 – 10, 2013
LOCATION: New Orleans, LA
PURPOSE: To deepen and develop knowledge and skills in implementing and expanding the Honors Program.
BENEFIT: An expanded and more cohesive CHC Honors Program.
ESTIMATED COST: \$2,725.00 per person
FUNDING SOURCE: Title V Grant

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve the Consent Agenda.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: None

Consideration of Approval of Management Appointments

Trustee Harrison moved, Trustee Zombos seconded, and the Board members voted as follows:

To approve the appointment of Deborah Wasbotten, Director, Child Development Center, CHC, and Alfredo Cruz, General Manager, KVCR TV/FM, District.

AYES: Ferracone, Harrison, Henry, Longville, Zombos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: Williams

12. ACTION AGENDA

Consideration of Approval of Curriculum – SBVC

Trustee Henry moved, Trustee Harrison seconded, and the Board members voted as follows:

To approve the SBVC curriculum modifications.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zombos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: None

Consideration of Acceptance of Classified Employee Retirement

Trustee Ferracone moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the retirement of Cecile Smith, Administrative Secretary, Applied Technology, Transportation, & Culinary Arts, SBVC.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zombos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: None

Approval of Amendment 005 - Steinberg Architects

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve Amendment 005 to the Steinberg Architects contract in the amount of \$5,118.00.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: None

Approval of Budget Adjustments

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve the budget adjustments.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: None

Approval of Contract – Braughton

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve a contract with Braughton Construction, Inc. for the completion of the Americans with Disabilities Act (ADA) Parking and Access Project at San Bernardino Valley College in the amount of \$26,485.00.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: None

Approval of Contract - HMC Architects

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve a contract with HMC Architects for the San Bernardino Valley College Technology Building Renovation project in the amount of \$283,400.00.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: None

Approval of Final Payment - CS Legacy

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve a final payment agreement for C. S. Legacy Construction, Inc. in the amount of \$71,836.58.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos, Flores (advisory), Sosa-Sanchez (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: None

Approval of Measure M Construction Change Orders & Amendments

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve a single action item for the Bond Measure M construction change orders and amendments.

San Bernardino Valley College – Miscellaneous Site Work Project						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Three Peaks	CO #1	87,187.00	0.00	-8,543.00	78,644.00	-9.80%
San Bernardino Valley College – Soccer Field Renovation						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Three Peaks	CO #1	116,414.00	0.00	Addition of 45 Days to Contract	116,414.00	0.0%

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos, Flores (advisory), Sosa-Sanchez (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: None

Approval of Surplus Property

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve the listed equipment and materials as surplus and direct the Business Manager to contact auction houses and appropriate salvage companies for the disposal.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos, Flores (advisory), Sosa-Sanchez (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: None

Approval of UCCAP Contracts

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve the attached list of UCCAP contracts and agreements.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: None

Approval to Revise Authorized Signature List

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve the deletion of Tanya Rogers, Interim Vice Chancellor of Human Resources, from the 2013-14 Authorized Signature List.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos,
Flores (advisory), Sosa-Sanchez (advisory)
NOES: None
ABSENT: Singer
ABSTENTIONS: None

13. INFORMATION ITEMS

- a. District Clery Act Compliance Report was provided.
- b. MOS CTA Article 13 & Article 16 was provided.
- c. MOU Out of Classification Assignment for Classified Employee was provided.
- d. Budget Report was provided.
- e. General Fund Cash Flow Analysis was provided.
- f. Measure M Construction Change Summary was provided.
- g. Purchase Order Report was provided.
- h. Applause Cards list was provided.
- i. Annual Security Report was provided.

14. STAFF REPORTS

- a. SBVC
 - i. President
Written report submitted.
 - ii. Academic Senate
Written report submitted.
 - iii. Classified Senate
Written report submitted.
 - iv. Associated Students
Brandon Brown reported a successful Mayoral Candidates Forum.
Working to set up a forum on AB 955 to educate the students. Upcoming Eco-Green week event October 21-24. Working with classified senate on thanksgiving gift baskets and having a Christmas concert on campus.

- b. CHC
 - i. President
Written report submitted.
 - ii. Academic Senate
Written report submitted.
 - iii. Classified Senate
Written report submitted.
 - iv. Associated Students
Constitution Day in conjunction with AB 955 rally was held on September 17. Had a successful fundraiser on September 20. Volunteered at Presidential Inauguration on September 17. Had the major event, Club Rush on October 2. October 31 Day of the Dead Annual event.
- c. CTA
None
- d. CSEA
Colleen Gamboa invited the Board of Trustees to the 1st Annual Picnic on October 20 from 11am-2pm at Sylvan Park in Redlands.

15. ADJOURN

Vice President Longville adjourned the meeting at 6:27 p.m.

Donna Ferracone, Clerk
San Bernardino Community College District
Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: October 29, 2013
SUBJECT: Consideration of Approval to Move Staff Reports on the Agenda to Item #9 Following Chancellor's Report.

RECOMMENDATION

It is recommended that the Board of Trustees approve moving Staff Reports from Item #14 on the agenda to item #9, following the Chancellor's report.

OVERVIEW

The District Assembly provides a forum for effective communication among representatives of the Academic Senates, Faculty Association, California School Employees Association (CSEA), the Associated Students, and the Management. The District Assembly is an advisory group to the Chancellor whose function is to review all recommendations and to reach consensus prior to moving recommendations forward to the Board of Trustees.

On October 1, 2013, District Assembly voted to recommend to the Board of Trustees to move Staff Reports from Item #14 on the agenda to Item #9, following the Chancellor's report.

ANALYSIS

Moving the staff reports up on the agenda will allow discussion of reports, as needed, prior to the Board approving any items. Hearing staff reports at the end of the board agenda is not always conducive to attendees giving the report.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: October 29, 2013
SUBJECT: Consideration of Approval of a Final Redistricting Map

RECOMMENDATION

It is recommended that the Board of Trustees approve a final map to submit to the County of San Bernardino.

OVERVIEW

The California Voting Rights Act requires all local governments, including community colleges, to evaluate their current election processes. The release of new census data and the significant population changes over the past decade warranted consideration of the District's election processes. At its August 8 and September 12 meetings, the Board of Trustees received public comment on three proposed redistricting options.

ANALYSIS

The CCLC conducted an analysis of district demographics and voter turnout patterns following the requirements of the California and Federal Voting Rights Acts, which warranted a change in election processes. The CCLC provided three redistricting options to the Board for consideration.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention, and Success
- III. Resource Management for Efficiency, Effectiveness, and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2013-2014 Budget