

**San Bernardino Community College District  
Regular Meeting of the Board of Trustees  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Thursday, July 9, 2015 – 4:00 p.m. – Board Room**

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

President Longville called the meeting to order at 4:01pm. Trustee Robles led the pledge of allegiance.

**Members Present:**

John Longville, President  
Dr. Kathleen Henry, Vice President  
Donna Ferracone (left early at 7:45)  
Gloria Macias Harrison  
Joseph Williams, Clerk  
Esmeralda Vazquez, CHC Student Trustee (arrived late at 4:15pm)  
Thomas Robles, SBVC Student Trustee

**Members Absent:**

Dr. Donald L. Singer  
Nickolas W. Zoumbos

**Administrators Present:**

Bruce Baron, Chancellor  
Dr. Gloria Fisher, President, SBVC  
Dr. Cheryl Marshall, President, CHC  
Dr. Lisa Norman, Vice Chancellor Human Resources  
Jose Torres, Interim Vice Chancellor Fiscal Services

**Administrators Absent:**

None

President Longville welcomed Thomas Robles, Student Trustee of San Bernardino Valley College, who was given the Oath of Office prior to the Board meeting.

**ANNOUNCEMENT OF CLOSED SESSION ITEMS**

Public Employee Performance Evaluation, Government Code 54957 - Title: Chancellor  
Conference with Legal Counsel-Pending Litigation: Government Code section 54956.9(d)(1): Bell v San Bernardino Community College District, et.al., Case No. CIVDS1208425

**PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**

None

**CONVENE CLOSED SESSION**

Closed session convened at 4:04pm

**RECONVENE PUBLIC MEETING**

Public meeting reconvened at 5:22pm

**REPORT OF ACTION IN CLOSED SESSION (if any)**

The Board of Trustees unanimously took action to approve a settlement agreement and general release for Damon Bell.

**PUBLIC COMMENTS**

Greg Shultz  
Tara Shultz  
Les Hawthorne

**INSTITUTIONAL PRESENTATIONS**

- Emma Diaz gave a presentation on AB 86 as submitted. The presentation included the planning grant timeline beginning with the hiring of a project coordinator in April 2014 to the new funding formula in July 2015. AB86 Consortium members include the San Bernardino Community College District as fiscal agent, Crafton Hills College, San Bernardino Valley College, five unified school districts (Colton, Redlands, Rialto, San Bernardino

City, and Yucaipa-Calimesa), Community Partners of Adult Education (San Bernardino Public Library), ROP (Baldy View, Colton-Redlands-Yucaipa, San Bernardino City), and Workforce Investment Board. Emma reviewed the seven program areas; five of which are mandated and two are not. She also addressed the objectives of the grant, regional plan, faculty and student involvement, and the future of AB86.

- Whitney Fields gave the District's annual safety update as submitted. The presentation included loss summary, safety training, safety program updates, online safety training, safety training datasheet and software, ergonomic initiatives, 2015 accomplishments, 2016 goals, and updates on HLS and air monitoring. Trustee Henry requested a report that shows how many injuries by department and training reports.
- Michelle Campbell of Citadel Environmental Services continued the safety presentation and provided updates on work performed with ventilation assessment, compliance air sampling – specimen dissection, faculty and staff interviews, VOC area monitoring, program for formaldehyde, phenol and Glutaraldehyde, and compliance air monitoring. The updates included their findings, methods used, and actions taken. Citadel is expected to provide biology faculty and staff with site specific training to address lab safety, chemical hygiene respiratory protection, medical surveillance, written program review, hazardous waste management, and chemical storage and use.

## **REPORTS**

- Trustee Ferracone attended Law Enforcement graduation in June and CHC Classified Luncheon.
- Student Trustee Thomas Robles acknowledged the Board and looks forward to serving.
- President Longville is attending a session at SBVC led by Congressman Pete Aguilar, to assist students enrolled in private institutions that have closed, to get assistance in dealing with student loans and transition into another institution. Longville will attend a Youth Leadership training with Inland Congregations United For Change.
- Chancellor Baron thanked Kitchell/BRJ and Jose Torres for their work in the contractor training program. It was a comprehensive program to show contractors how to be competitive, to submit document correctly, develop bids, insurance process, and learn how to navigate our system. The program will increase our local numbers and the number of disadvantaged, female, minority, and veteran business enterprises to get local contracts. There will be a presentation in August on disadvantaged business enterprises and how we're helping get the businesses in the door and apprenticeship program. The Chancellor has been tracking the movement toward a free college tuition (America's College Promise Act of 2015), which guarantees the first two years of community college free to students making good progress. He will keep the board informed as the program develops. UC System recently came out with their seamless transfer program for students to transition from community colleges to UC system with guaranteed seats.
- President Fisher reported DSA gave final approval for the permit today. The installation schedule will be a phased process with one lab available for complete dissection in August and then one lab every three weeks thereafter. 1187 enrolled for the summer. SBVC is at 186 FTES higher for the summer compared to last summer. 230 new students for the Valley Bound program. 30 students in the Tumaini program. First Year Experience has 70 students signed up. Welcome Day is on August 12.
- Gabriel Jaramillo, SBVC Associated Students reported Chancellor met with ASG to discuss the 5% discount and look forward to having the Chancellor return to continue discussion. ASG Campus Retreat on July 21, New Student Welcome Day on August 12, August 21-23 ASG is attending Region 9 Retreat in San Diego, Week of Welcome August 25-29. Gabriel shared his dream to work with ASG and SBVC to have a forum for all candidates running for the City of San Bernardino. Gabriel asked if we could have Webadvisor fixed as it goes down when students have to register. Trustee Williams asked for a board item to discuss solutions for Webadvisor.
- President Marshall reported on the importance of freedom of speech and inquiry. We believe in students researching their classes and figuring out which classes to take. Crafton will continue to teach critical thinking and making students feel included and be able to voice their views in classes. AB86 has potential to building pathways. CHC is participating in the educational planning initiative pilot, working on branding effort for college and foundation that includes a succinct message and new logo. Hosting a Region 9 meeting on Workforce Development at CEO meeting next week.
- Cassandra Thomas reported for CSEA thanked whoever is responsible for the newer uniforms for maintenance staff. CSEA is kicking off a heat awareness campaign. Classified Work Outsourcing Ad Hoc committee has met and is gathering evidence of outsourcing to determine if classified staff should be hired instead of outsourcing. They will start pulling contracts that violate the language of Article I: Recognition. Ms. Thomas requested to pull Cout's Heating & Air \$80,000 from Routine Contracts. Vice Chancellor Norman commented that the position for HVAC Tech has been posted. She also stated that costs can incur parts and part of the \$80,000 could include parts. Chancellor Baron commented that until the position has been filled, the system needs to be monitored. When the position has been filled and there is no longer a need for the vendor, we will be sure to follow the guidelines. Casey read excerpts from the California Department of Public Health Fact Sheet, which read, "Blood or Urine Tests - Formaldehyde does not stay in your body. No medical or laboratory test can accurately measure the amount of formaldehyde to which you were previously exposed. There is no reason to do blood or urine tests for formaldehyde." Disputed claims made by Citadel regarding the alcove and cat morgue. Note that all tests were conducted after the entire ventilation system was changed from 100% recirculated air, (and shut down every night, weekends, holidays), to 100% outside air 24/7. Prior to testing, conditions were changed. The data received

in the Citadel presentation underrepresents the exposure staff has endured. The data received from Citadel is likely accurate for the current and future situation. The concern is for the people in the area prior to testing. CSEA recommends the Board acknowledge and state that conditions changed and those in the building prior to tests were exposed. CSEA is requesting that all personnel who have worked in the building including maintenance, custodians, and operations personnel be notified and medical monitoring started. Rosemarie explained what the District's obligation is to its employees and read policies and procedures from the District's EH&S website. Chancellor recommends CSEA meet with Vice Chancellor HR and EHS Director to go through each concern and report back to the board. Trustee Henry requested for Dr. Norman to facilitate the meeting. Dr. Henry asked for an itemization of what happened, transpired, what was brought forward, what were the responses. The Board will ensure they will address the report once it is received from CSEA/HR. President Longville asked the audience to please try and work together and come to the Board with a solution. He is not interested in hearing one-sided reports and expects both sides to participate in reports.

### **APPROVAL OF MINUTES**

Trustee Harrison motioned, Trustee Williams seconded the motion and the board members voted as follows:  
To approve the Minutes of June 1 and 11, 2015.

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone  
ABSTENTIONS: None

### **CONSENT AGENDA**

Trustee Williams motioned, Trustee Harrison seconded the motion and the board members voted as follows:  
To approve the Consent Agenda with amendments as noted:

Consideration to Approve Advisory Committees – CHC

Consideration to Approve Advisory Committees – SBVC

Consideration of Acceptance of Employee Resignations

Professor Franklin submitted a letter of retirement on March 25, 2015 and it was placed as a resignation, in error, on the agenda. Board to accept his retirement.

Consideration of Approval of Academic Employees

Consideration of Approval of Routine Contracts

With changes: WT Consulting Group dba Cybertime Network Communication - this is not a KVCR tower, but a cellular phone tower at CHC for income which goes to CHC and Inland Empire Scholarship Fund - This is actually two separate items – one is for the advertising and one is for the participation at the event.

Consideration of Approval of Adjunct and Substitute Academic Employees

Consideration of Approval of Amendment of Academic Employees

Consideration of Approval of District Volunteers

Consideration of Approval of Management Appointment

Consideration of Approval of Management Tuition Reimbursement

Consideration of Approval of Non-Instructional Pay for Academic Employees

Consideration of Approval of Professional Expert Short-Term and Substitute Employees

Consideration of Approval of Amendment 05 - HMC Architects – CHC

Consideration of Approval of Amendment 001 – Arup

Consideration of Approval of Amendment 005 - Little Diversified

Consideration of Approval of Amendment 006 - Little Diversified

Consideration of Approval of Amendment 007 - Little Diversified

Consideration of Approval of District & College Expenses

Consideration of Approval of Individual Memberships

Consideration of Approval of Professional Services Contracts

Consideration of Approval of Purchase Order Report

Consideration of Approval of Surplus Property

Consideration of Approval of the 2015-16 Gann Limit

Consideration of Approval to Ratify a Contract - Restoration Management

Consideration of Approval to Revise the FY 2015-16 Authorized Signature List

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone  
ABSTENTIONS: None

**ITEMS PULLED FROM THE CONSENT AGENDA**

**Consideration of Approval of Conference Attendance**

Trustee Williams motioned, Trustee Harrison seconded the motion and the board members voted as follows:  
To approve the conference attendance, excluding the expenses on page 93. Trustee Harrison and Williams requested for a budget for the International Student program to be submitted with the expenses.

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone  
ABSTENTIONS: None

**Consideration of Approval of Vacation Payout**

Trustee Williams motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve vacation payout with the addition of Bruce Baron and Andrew Chang. Trustees requested that the policy be updated to include language with conditions for employees to use vacation buyout and not have taken a vacation. The policy is to be submitted as soon as procedurally possible.

Name	Job Title	Number of Hours/Days	Rate	Total Payout
Bruce Baron	Chancellor	20.00 days	\$ 985.56/day	\$ 19,711.20
Andrew Chang	Director of Administrative Application Systems	37.50 days	\$415.83/day	\$15,593.63
Clyde Williams	SBVC Outreach & Recruitment Technician	723.00 hours	\$30.85/hour	\$22,304.55

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone  
ABSTENTIONS: None

**ACTION AGENDA**

**Consideration For the Board to Select Two Additional Meeting Dates**

This item was tabled.

**Consideration of Approval to Endorse Nomination for Trustee to Serve a Two-Year Term on ACCT Diversity Committee**

This item was pulled – Deadline to submit nomination was July 1.

**Consideration of Approval of Curriculum Modifications – CHC**

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the CHC Curriculum modifications.

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone  
ABSTENTIONS: None

**Consideration of Approval of Equal Employment Opportunity Plan 2015 – 2017**

Trustee Henry motioned, Trustee Longville seconded the motion and the board members voted as follows:  
To approve the EEO Plan 2015-2017.

Trustee Williams asked how many people with disabilities work in the district and will we see a goal to increase the numbers. Dr. Norman responded that it may be difficult to identify employees with disabilities, but it is something the committee can work on.

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone



ABSTENTIONS: None

Consideration of Approval of Board Self-Evaluation Method for Distribution

Trustee Harrison motioned, Trustee Williams seconded the motion and the board members voted as follows:  
To approve Survey Monkey as the Board Self-Evaluation Method for Distribution.

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone  
ABSTENTIONS: None

Consideration of Approval of the EDCT Division's Strategic Plan for 2015 – 2020

No action. Presented as first read. Chancellor asked for questions to be emailed so he can bring back to the board.

Consideration of Approval to Adopt a Resolution to Appropriate Funds

Trustee Harrison motioned, Trustee Williams seconded the motion and the board members voted as follows:  
To approve the adoption to appropriate funds.

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone  
ABSTENTIONS: None

Consideration of Approval to Appoint Members to the CBOC - Small & Irwin

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the appointment of Small and Irwin to the CBOC.

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone  
ABSTENTIONS: None

Consideration of Approval to Award RFP & Contract – TCS

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To award RFP & Contract to TCS.

AYES: Longville, Williams, Harrison, Henry, Robles, Vazquez  
NOES: None  
ABSENT: Singer, Zoumbos, Ferracone  
ABSTENTIONS: None

**INFORMATION ITEMS**

Applause Cards

Budget Report

Cenergistic Report

Clery Report

General Fund Cash Flow Analysis

Local Hire – Trustee Harrison asked for a report as she asked last month

Measure M Summary Change Orders

MOU - Interim Assignments and Temp Work Schedule

**ADJOURN**

President Longville adjourned the meeting at 9:10pm

  
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Joseph Williams, Clerk

San Bernardino Community College District  
Board of Trustees

