

San Bernardino Community College District Board of Trustees Business Meeting Minutes District Board Room Thursday, August 11, 2016 - 4:00 p.m.

Members Present:

John Longville, President Joseph Williams, Vice President Gloria Harrison, Clerk Donna Ferracone, Trustee Dr. Donald Singer, Trustee Dr. Anne Viricel, Trustee Nickolas Zoumbos, Trustee Pablo Machado, Student Trustee

Members Absent:

Beverly Rapouw, Student Trustee

Administrators Present:

Bruce Baron, Chancellor Diana Rodriguez, President, SBVC Dr. Wei Zhou, President, CHC Jose Torres, Vice Chancellor of Business and Fiscal Services

<u>Administrators Absent:</u>

None

CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Longville called the meeting to order at 4:03pm. Trustee Williams led the pledge of allegiance.

ANNOUNCEMENT OF CLOSED SESSION ITEMS

- Conference with Labor Negotiators Government Code 54957.6
- Agency Negotiators: Bruce Baron and Karl Sparks CSEA
- Public Employee Discipline/Dismissal/Rélease/Non Re-Employment Government Code 54957 and Education Code 87678 (1 case)

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

CONVENE CLOSED SESSION

Convened to closed session at 4:05pm

RECONVENE PUBLIC MEETING

Reconvened public meeting at 4:42pm

REPORT OF ACTION IN CLOSED SESSION (if any)

None

REPORTS

- Trustee Zoumbos reported on his cruise.
- Trustee Viricel reported visiting students on campus, welcomed students at SBVC Welcome Day, and attended EDCT Committee meetings. She looks forward to the upcoming San Bernardino Arts Night, SBVC 90th Anniversary.
- Trustee Williams attended Latino Faculty & Staff Welcome Reception and went to Sacramento for CA Employment Committee for People with Disabilities.
- President Longville attended welcome reception for both college presidents, celebrated his father's 90th birthday in Minnesota.

- Trustee Harrison attended welcome receptions for both college presidents, WAG meeting at SBVC, Management In-Service Day, SBVC Foundation Retreat, and appreciates the campus notifications via text. She looks forward to attending the Water Conference.
- Trustee Singer attended Management In-Service Day and enjoyed the 90-second video on SBVC's new gym.
- Trustee Ferracone attended Management In-Service Day and receptions for both college presidents. She also appreciates the campus notifications via text.
- Student Trustee Machado celebrated his 21st birthday and will attend Student Trustee Workshop.
- Chancellor Baron introduced and welcomed the HR Consultant, Karl Sparks, and invited anyone who is interested in the final budget to attend the Budget Study Session on August 25.
- President Zhou highlighted items in his report as distributed.
- President Rodriguez reported hosting the WAG group on campus, attended Student Welcome Day, attended SBVC Foundation Retreat, spent time with students, met with the football team, and just received information on student engagement.
- Rocio Aguayo reported for SBVC ASG. They have been working on filling vacant positions and ASG Retreat, teambuilding, and created a Legislative Affairs Committee.

APPROVAL OF MINUTES

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the minutes of July 14, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

PUBLIC COMMENTS ON AGENDA ITEMS

None

CONSENT AGENDA

INSTRUCTIONAL/STUDENT SERVICES

Consideration of Approval to Serve Wine, Spirits, and Beer at a Campus Event

Trustee Harrison, Trustee Viricel seconded the motion and the board members voted as follows: To approve wine, spirits, and beer to be served at a campus event: 90th Anniversary Gala, October 14, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

HUMAN RESOURCES

Consideration of Approval of Adjunct and Substitute Academic Employees

Trustee Harrison, Trustee Viricel seconded the motion and the board members voted as follows:

To approve the employment of adjunct and substitute academic employees as needed for the 2016-2017 academic year.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Appointment of District Employees

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the appointment of Daniel Arenas effective August 29, 2016, Susana De La Pena effective August 12, 2016, Jonathan Anderson effective August 12, 2016, Thomas Serrano effective August 12, 2016, Lisa Delaney effective August 29, 2016, Nathanial Yearyean effective August 29, 2016, Freddie Molina, Jr. effective August 12, 2016, Jason Flores effective August 12,2016, Amber Hernandez effective August 12,2016, Gustavo Cruz effective August 29, 2016, Robert Gallego effective August 29,2016, Micah Martin effective August 12, 2016, Judy Joshua effective August 12, 2016, Malik Stalbert effect date August 12, 2016, Carol Jones effective August 12, 2016, Lisa Henkle effective August 12, 2016, Michael Levine effective August 12, 2016 and Angel Rodriguez effective September 1, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Classified Employee Promotions

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the promotions of Laura Oliver effective August 12, 2016 and Claudia Hayton effective August 12, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of District Volunteers

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the list of district volunteers.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Faculty Department Chair Stipends

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the Faculty Department Chair Stipends for Joshua Milligan, Jodi Hanley and Sherri Wilson.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Management Tuition Reimbursement

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the management tuition reimbursement for Marty Milligan.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Non-Instructional Pay for Academic Employees

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve non-instructional pay for academic employees.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Parking Benefits for CSEA Bargaining Unit Members

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the Parking Benefits for CSEA bargaining unit members, effective July 1, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Reclassification

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the Reclassification of Virginia Diggle, Project Analyst to the Contracts & Liability Specialist position.

CORRECTION: 2nd paragraph under Analysis – correction on the salary placement to the Contracts and Liability Specialist position should be at Range 53, Step B \$5,511.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Salary Advancement for Academic Employee

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the salary advancement for Jamie Herrera.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Stipends for Head & Assistant Coaches

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve stipends for head and assistant coaches, SBVC.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Temporary Academic Employee

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the temporary academic appointment of Jason Vandiver.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval to Grant Sabbatical Leaves for the 2017-2018 Academic Year

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve two full year sabbatical leaves for the 2017-2018 academic year.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

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

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the employment list of Professional Expert, Short-Term, and Substitute Employees.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of the Revision to Professional Expert Rates of Pay

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the revision of the Professional Expert Rates of Pay.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

BUSINESS & FISCAL SERVICES

Consideration of Approval of Master Agreement with KVCR Educational Foundation

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the Master Agreement with KVCR Educational Foundation, Inc. to reaffirm San Bernardino Community College District's recognition of the Foundation as an auxiliary organization within the meaning of Section 72670(e) of the Education Code.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Professional Services Contracts-Agreements

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the list of Professional Services contracts/agreements.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Purchase Order Report

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the list of purchase orders.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Routine Contracts-Agreements and Memorandums of Understanding

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the list of routine contracts/agreements and memorandums of understanding.

CORRECTION: The contract for Hotel Karlan should not be rescinded/cancelled and the contract amount should be for \$30,000.

(\$30,000.00) SSutorus

\$30,000

Rescinded/Cancelled

Hotel Karlan San Diego a Doubletree by Hilton (13842) Group Sales agreement - 113 double Student Life/SBVC

rooms and 5 meeting rooms as part of the Southern Regional Associated Student Government Retreat; Event canceled by

department

Term: 9/8/2016 - 9/10/2016

Funding Source: Trust Account

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Surplus Property and Authorization for Private Sale or Disposal

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the equipment and/or materials listed on the attached as surplus property, and direct the Business Manager to arrange for its sale or disposal.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval to Adopt a Resolution to Appropriate Funds

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To adopt a resolution approving the appropriation of income from the general reserve to various major expense classifications.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

FACILITIES

Consideration of Approval of Amendment 004 to the Contract with PMSM Architects of San Luis Obispo CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve Amendment 004 to the contract with PMSM Architects of San Luis Obispo CA in the amount of \$26,627.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Amendment 005 to the contract with HMC Architects, Inc. of Ontario CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve Amendment 005 to the contract with HMC Architects, Inc of Ontario CA in the amount of \$2,000.00 and extend the contract by 264 days.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Amendment 02 to the Contract with Knowland Construction Services, Inc. of Rancho Palo Verdes CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve Amendment 02 to the non-bond construction contract with Knowland Construction Services, Inc. of Rancho Palos Verdes CA in the amount of \$7,500.00 and extend the expiration date until June 30, 2017.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Amendment 10 to the Contract with Knowland Construction Services, Inc. of Rancho Palos Verdes CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve Amendment 10 to the contract with Knowland Construction Services, Inc. of Rancho Palos Verdes CA in the amount of \$18,432.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Non-Bond Construction Change Orders and Contract

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the following contract amendments and ratify the following change orders. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

Dan Lyman Construction, Inc. San Bernardino, CA	Change #	Original Contract \$409,462.00	Previous Changes \$0.00	Proposed Changes \$17,901.00	Revised Contract \$427,363.00	Total CO % 4.37%
San Bernardino Valley	y College – HLS	Lighting Repl	acement (01-	1516-04)		
J Kim Electric, Inc. Fullerton, CA	Change #	Original Contract \$44,996.00	Previous Changes \$3,424,18	Proposed Changes Time Only	Revised Contract \$48,420.18	Total CO % 7.61%

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval to Award a Small Scale Construction Contract to JAM Corporation of Monrovia CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To award a small scale construction contract to JAM Corporation of Monrovia CA for the Fire Alarm Panel Replacement Project at SBVC in the amount of \$23,192.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval to Award Informal Bid and Contract to Three Peaks Corp. of Calimesa CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To award an informal bid and contract to Three Peaks Corp. of Calimesa CA for the New Science Building 001 DSA Completion Work project at CHC in the amount of \$71,765.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval to Award Invitation for Bid and Contract for IFB 2017-01 Laboratory Microscopes to JH Technologies, Inc. of Fremont, CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To award Invitation for Bid (IFB) 2017-01 Laboratory Microscopes and contract to JH Technologies, Inc. of Fremont, CA for the purpose of providing laboratory quality microscopes to be used in the instruction of students at SBVC. The total amount of the contract is not to exceed \$183,227.10.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration of Approval of Individual Memberships

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To approve the request for individual memberships.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None

ABSENT: Rapouw ABSTENTIONS: None

Consideration to Approve Conference Attendance

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the requests for Conference Attendance. **CORRECTION: the ACHRO/EEO Annual Conference is \$1500 per person - Not to exceed two attendees.**

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Consideration to Approve District & College Expenses

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the requests for District/College Expenses. **CORRECTION: The \$80,000 under EDCT Expenses should be \$10,000.**

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

RESOLUTIONS

Constitution and Citizenship Day 2016

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To adopt a resolution recognizing the importance of the signing of the Constitution on September 17, 1787 and to recognize the significance of educating the District community on the responsibilities of citizenship.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Hispanic Heritage Month

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To adopt a resolution recognizing National Hispanic Heritage Month, which celebrates the achievements and contributions of Hispanics in America as demonstrated by the Hispanic students, faculty, staff and other members of the SBCCD community.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Hispanic Serving Institutions

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To adopt a resolution endorsing the impact of the Hispanic Serving Institutions programs of the U.S. Department of Education, which provide grants to assist HSIs to expand educational opportunities for, and improve the attainment of, Hispanic students.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

International Literacy Day

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To adopt a resolution recognizing the importance of the International Literacy Day on September 8, 2016, in support of the United Nations' adoption of the event.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

Labor Day

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To adopt a resolution recognizing the social and economic achievements of American workers and their contributions to the strength, prosperity and well-being of the nation as acknowledged through the celebration of Labor Day, September 5, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

National Day of Service and Remembrance

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows: To adopt a resolution proclaiming September 11, 2016 as "National Day of Service and Remembrance".

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

ACTION AGENDA

BOARD OF TRUSTEES & CHANCELLOR

Consideration of Approval to Accept Board Policies for Final Approval

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the list of Board Policies. The Administrative Procedures are for information only.

BP/AP 3820 Gifts and Donations; AP 4300 Field Trips & Excursions; BP 6200 Budget Preparation; AP 6740 Citizens' Oversight Committee

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado

NOES: None ABSENT: Rapouw ABSTENTIONS: None

INFORMATION ITEMS

Applause Cards Budget Report

CCFS-320 Apportionment Attendance Report for FY 2016 Period 3

Cenergistic Cumulative Cost Savings District Clery Act Compliance Report

CSEA MOU

General Fund Cash Flow Analysis

Measure M Demographics Report

Quarterly Investment Report

Summary of Measure M Construction Contract Change Orders and Amendments

PUBLIC COMMENT ON NON-AGENDA ITEMS

ADJOURN

President Longville Adjourned the meeting at 5:20pm.

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Gloria Macias Harrison, Clerk

SBCCD