



San Bernardino Community College District
Board of Trustees Business Meeting Minutes
District Board Room
Thursday, November 10, 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
Beverly Rapouw, CHC Student Trustee (arrived at 4:15pm)

Members Absent:

Pablo Machado, SBVC 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

CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Longville called the meeting to order at 4:03pm. Trustee Zoumbos 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, CTA
- Public Employee Performance Evaluation, Government Code 54957
- Title: Chancellor
- Public Employee Discipline/Dismissal/Release/Non Re-Employment - Government Code 54957 and Education Code 87678 (2 cases)

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

CONVENE CLOSED SESSION

The Board convened to closed session at 4:05pm

RECONVENE PUBLIC MEETING AT 5:00 pm

The meeting reconvened at 5:04pm

REPORT OF ACTION IN CLOSED SESSION (if any)

None

CONSIDERATION OF APPROVAL TO TELEVISION BOARD MEETINGS

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To approve the internet streaming and televising of regular board meetings on KVCR, and direct the Chancellor to pursue the renovations, equipment acquisition and processes necessary and to approve the tentative budget without the cost of \$20,000 for a mural and with a possible implementation date of fall 2017.

AYES: Longville, Williams, Harrison, Singer, Viricel, Zoumbos, Rapouw

NOES: Ferracone

ABSENT: Machado

ABSTENTIONS: None

REPORTS

- Board Members
- Oral Reports from Members of the Board Ad Hoc and Standing Committees
 - Trustee Harrison gave an update on the Board Budget Ad Hoc Committee.
 - Trustee Ferracone reported on the Foundation Subcommittee, Policy Committee, and the Goals Committee.
- Trustee Williams participated in the Board Ad Hoc meetings and the Community Gathering for Excellence event.
- Trustee Viricel attended the Community Gathering for Excellence and
- Trustee Zoumbos gave thanks and departing words as this is his last board meeting. President Longville presented a certificate of appreciation to Trustee Zoumbos. The Trustees shared stories of their experience with Mr. Zoumbos.
- Student Trustee Rapouw reported on voter registration and #stepup.
- Chancellor Baron thanked Trustee Zoumbos for his service, congratulated returning Board members, acknowledged Frank Reyes as incoming Trustee, gave an update on the VC of HR search, and encouraged the colleges to continue to increase FTES.
- President Rodriguez reported attending the Community Gathering for Excellence, Inland Empire Concerned with African American students, hosted Dia de los Muertos, and participated in Health & Wellness Safety Leadership Group.
- SBVC Academic Senate provided a written report.
- Rocio Aguayo reported for SBVC Associated Students. Get out the Vote efforts, started conversation with faculty on environmental sustainability, and ASG is attending upcoming General Assembly.
- President Zhou provided a written report for CHC.
- Denise Allen reported for CHC Academic Senate. Meeting November 18, via WebEx regarding a portal temporary solution, International and non-credit updates, attended Academic Senate Plenary session, finished EMP and FMP, transitioning to Canvas from Blackboard in the fall 2017, upcoming three peaks challenges, and 24-hour pay update.
- Benjamin Gamboa reported for CHC Classified Senate. 2nd read to adopt 9+1 for classified shared governance, discussions on enrollment processes and strategies, early enrollment for students, drop policy for non-payment, reassuring students by acknowledging and appreciating them.
- Beverly Rapouw reported for Associated Students. Student senate is working on Sober Fest.
- Kevin Palkki reported for CSEA and informed the Board of issues that will be coming forward.

APPROVAL OF MINUTES

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

To approve the minutes for October 20, 2016.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

PUBLIC COMMENTS ON AGENDA ITEMS

Diane Dusick

Lillian Vasquez

Denise Allen-Hoyt

CONSENT AGENDA
BOARD OF TRUSTEES & CHANCELLOR

None

INSTRUCTIONAL/STUDENT SERVICES

Consideration of Approval of Curriculum – SBVC

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To approve the SBVC curriculum modifications.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval of Curriculum – CHC

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To approve the CHC Curriculum Modifications.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval of Mutually Beneficial Memorandum of Understanding between Crafton Hills College and the University of Redlands

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To approve the University of Redlands/Crafton Hills College Memorandum of Understanding to create and promote university transfer pathways between our two institutions.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

HUMAN RESOURCES

Consideration of Acceptance of Employee Resignations

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To approve the resignation of Cynthia Gunderson effective October 21, 2016. **Amended to add: Item to include Angela Lujan, Payroll Accountant, District, resignation after 18 years. Last day of employment is November 18, 2016 and Johnny Conley, Director of First Year Experience, SBVC, resignation after 2 years. Last day of employment is November 30, 2016.**

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval of 2017-2018 Academic Calendar

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To approve the 2017-2018 academic calendar.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval of Adjunct and Substitute Academic Employees

Trustee Harrison, Trustee Singer 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, Rapouw

NOES: None

ABSENT: Machado

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 and management contract, if applicable, of Yecenia Ross effective November 1, 2016, George Rojas effective November 28, 2016, Tahirah El-Sharif effective November 14, 2016 and Emma Quijano effective November 28, 2016. **Amended to add: Item to include Alyssa Taylor, College Security Officer, District, classified salary schedule Range 29, Step B, \$3,049 per month, Effective Date November 11, 2016, General Fund.**

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

NOES: None

ABSENT: Machado

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 promotion of Manuel Rosales effective November 28, 2016.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval of District Volunteers

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

To approve District volunteers.

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

NOES: None

ABSENT: Machado

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, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval of Rescission of Stipend

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

To approve the stipend for Ralph Rabago for Women's Golf at SBVC for the 2016-2017 academic year.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval of Tuition Reimbursement

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

To approve the request for tuition reimbursement for Deneatrice Lewis, Human Resources Generalist, District.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval to Adopt the Sewer System Management Plan (SSMP)

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

To approve the San Bernardino Community College District Sewer System Management Plan (SSMP)

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

NOES: None

ABSENT: Machado

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 of Professional Expert, Short-Term, and Substitute Employees.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

BUSINESS & FISCAL SERVICES

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, Rapow

NOES: None

ABSENT: Machado

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, Rapow

NOES: None

ABSENT: Machado

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.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Rapouw
NOES: None
ABSENT: Machado
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 as indicated by need on the attached resolution.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Rapouw
NOES: None
ABSENT: Machado
ABSTENTIONS: None

Consideration of Approval to Adopt Budget Calendar for 2017-18

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To adopt the Budget Calendar.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Rapouw
NOES: None
ABSENT: Machado
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, Rapouw
NOES: None
ABSENT: Machado
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.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Rapouw
NOES: None
ABSENT: Machado
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.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Rapouw
NOES: None
ABSENT: Machado
ABSTENTIONS: None

FACILITIES

Consideration of Approval of Amendment 005 to the Contract with PMSM Architects of Santa Barbara CA
Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To approve Amendment 005 to the contract with PMSM Architects of Santa Barbara CA in the amount of \$6,380.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Rapouw
NOES: None
ABSENT: Machado
ABSTENTIONS: None

Consideration of Approval of Non-bond Construction Change Orders and Contract Amendments
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.

San Bernardino Valley College – Lockdown Project						
Dan Lyman Construction, Inc. San Bernardino, CA	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
	CO-03	\$409,462.00	\$27,698.00	\$3,493.00	\$440,653.00	7.61%

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Rapouw
NOES: None
ABSENT: Machado
ABSTENTIONS: None

Consideration of Approval to Award Informal Bid and Contract to Baker Electric Inc. of Escondido CA
Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To approve the informal bid and contract to Baker Electric of Escondido CA for Non-Bond Project 03-1415-01 – IT Emergency Generator Replacement at SBVC in the amount of \$151,636.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Rapouw
NOES: None
ABSENT: Machado
ABSTENTIONS: None

RESOLUTIONS

None

ITEMS PULLED FOR DISCUSSION

Consideration of Approval of Management Job Description
Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:
To approve the Dean of Student Equity and Success and the Emergency Preparedness Manager job descriptions. **Change the job title to Dean of Student Equity and Success.**

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Rapouw
NOES: None
ABSENT: Machado
ABSTENTIONS: None

ACTION AGENDA

Consideration of Approval of a Resolution to Adopt the Public Agencies Post-Employment Benefits Trust Administered by Public Agency Retirement Service

Trustee Singer, Trustee Harrison seconded the motion and the board members voted as follows:
To approve the attached resolution authorizing adoption of the Public Agencies Post-Employment Benefits Trust Administered by Public Agency Retirement Services (PARS).

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval to Accept Board Policies for First Reading

Trustee Viricel, Trustee Ferracone seconded the motion and the board members voted as follows:
To approve the Board Policies and Administrative Procedures for first reading.

AP 3516 Registered Sex Offender Information; BP/AP 3520 Local Law Enforcement; BP/AP 3530 Weapons on Campus; BP/AP 7600 District Police Department

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval to Accept Draft #2 Master Plans for San Bernardino Valley College, Crafton Hills College, and the District Needs & Institutional Support Plan for first reading

Trustee Harrison, Trustee Zoumbos seconded the motion and the board members voted as follows:
To approve Draft #2 Master Plans for San Bernardino Valley College, Crafton Hills College, and the District Needs & Institutional Support Plan for first reading.

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

NOES: None

ABSENT: Machado

ABSTENTIONS: None

INFORMATION ITEMS

12 Safety Programs Consolidation or Update for SBVC and CHC

Applause Cards

Budget Report

Cenergistic Cumulative Cost Savings

District Clery Act Compliance Report

CSA MOUs

General Fund Cash Flow Analysis

Local Hire - Measure M Demographics Report

Quarterly Investment Report

Summary of Measure M Construction Contract Change Orders and Amendments

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

ADJOURN

President Longville Adjourned the meeting at 7:15pm

Gloria Macias Harrison, Clerk, Board of Trustees

**KVCR General Manager, Alfredo Cruz Statement of Support
to Board of Trustees Meeting, TH, Nov. 10, 2016**

KVCR is proud to say that a large percentage of our staff has come through the Valley College RTVF Department. And experience is an important part of the educational process. A large percentage of the KVCR team actually came out of the Valley College RTVF Department and we view the new initiative, to live stream and video-record the Board of Trustees meetings, as an excellent opportunity for students to gain valuable broadcast production experience. KVCR is poised to continue working collaboratively with the Valley College RTVF Department to provide this unique educational experience to students by having the Board of Trustees meetings broadcast, at a later time on KVCR.

**SBVC Academic Senate
President's Report
November 10, 2016**

Dear Board of Trustees,

My sincere apologies for not being here in person tonight. Please allow this written report to provide a few senate-related updates:

October 19, 2016 Meeting

At this meeting the Academic Senate discussed the Criminal Reporting Policy and the proposal to change the 24-Hour payment policy. The SBVC Enrollment Management Committee presented a resolution on Fee/Tuition Collection and Fee/Non-fee Payment that was accepted and reported to the Board at the 10/20/16 meeting. The VPI and VPSS provided information on the proposed administrative changes for their respective areas. The Senate reviewed the local processes developed to apply for Strong Workforce funds.

November 2, 2016 Meeting

The Academic Senate discussed participating in the Zero-Textbook-Cost Degree Grant program being offered by the California Community Colleges Chancellor's Office. The program offered two grants, one for planning and one for implementation of an Online Educations Resources (OER) degree pathway. The Senate decided not to pursue the grant due to the newness of OER on the campus, the tight turn-around time for writing the grants, and the lack of a Grant Director at the campus or District to oversee the program. The Academic Senate also reviewed the Education Master Plan and voted to support Considerations/Opportunities for the Future as currently written.

November 16, 2016 Meeting

The Senate will be reviewing the recommendations in the Facilities Master Plan. The DE Coordinator will be updating the Academic Senate on the migration to Canvas. The Senate will continue discussion regarding 24 hour pay and consider the recommendation to turn off the automatic drop function for Spring 2017 made by CHC's Academic Senate. The Senate will begin discussion of the Equivalency Process and plan the upcoming VPI forum schedule for Monday, December 5, 2016.

Respectfully,

Dr. Celia J. Huston
Academic Senate President