

**Meeting of the San Bernardino Community College District Board of Trustees  
Business Meeting Minutes  
District Board Room  
February 8, 2018 - 4:00 p.m.**

**PRESENT**

Gloria Macias Harrison, Vice President  
Dr. Anne L. Viricel, Clerk  
Donna Ferracone, Trustee  
John Longville, Trustee  
Frank Reyes, Trustee  
Dr. Donald L. Singer, Trustee  
Autumn Blackburn, SBVC Student Trustee

**ABSENT**

Joseph Williams, President  
Jajuan Dotson, CHC Student Trustee

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Vice President Harrison called the meeting to order at 4:03pm. Trustee Singer led the pledge of allegiance.

**ANNOUNCEMENT OF CLOSED SESSION ITEMS**

- Conference with Labor Negotiators pursuant to Government Code section 54957.6; Agency Representative: Bruce Baron – CSEA, CTA, Management/Supervisors, and Confidential Employees
- Public Employee Performance Evaluation pursuant to Government Code 54957 (b)(1); Title: Chancellor
- Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9(e)(3): (3 cases) Workers Compensation Claim Nos 1655-04-0021, 398051, 398067
- Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code section 54956.9(d)(2): (1 case)
- Public Employee Discipline/Dismissal/Release/Non Re-Employment Government Code 54957 (3 cases)

**PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

None.

**CONVENE CLOSED SESSION**

Convened to closed session at 4:05pm.

**RECONVENE PUBLIC MEETING**

Reconvened the meeting at 5:02pm.

**REPORT OF ACTION IN CLOSED SESSION**

- On February 8, 2018, the Board took action to approve settlement of the workers compensation claim #1655-04-0021.
- On February 8, 2018, the Board took action to approve settlement of the workers compensation claim #398051.
- On February 8, 2018, the Board took action to approve settlement of the workers compensation claim #398067.

**FISCAL INDEPENDENCE UPDATE**

Jose Torres, Vice Chancellor Business & Fiscal Services gave an update on fiscal independence including the implementation of ADP and Oracle Cloud software.

**REPORTS**

- Trustee Singer reported the K12 Board to Board will convene soon.
- Trustee Viricel attended CCLC Legislative Conference. She congratulated the faculty who earned sabbaticals.

- Trustee Reyes attended CCLC Legislative Conference.
- Trustee Ferracone reported the Policy Committee met and took no specific action and will review 2018 policies and procedures at the next meeting.
- Trustee Harrison attended Y.A.P. Service Day. She addressed Sunset Rotary to give updates. As free tuition develops, we should be promoting the program. She was invited to hear Rialto USD updates on their strategic plans.
- Student Trustee Blackburn reported a successful Week of Welcome and the upcoming Job Fair 2/28/18.
- Chancellor Baron reported on synergy between staff and faculty to create innovative opportunities.
- President Rodriguez reported on the FTES report distributed. She attended the CCLC Legislative Conference, Chancellor's Leadership Lunch, Workforce Readiness event, and reported on upcoming projects. A written campus report was provided.
- Celia Huston reported on the SBVC Academic Senate working on APs and BPs. Guided Pathways Workshop 2/20/18. Accreditation Institute 2/23/18. Chancellor Baron gave an update to the senate.
- President Zhou reported on the FTES report for CHC. A written campus report was provided.
- Mark McConnell reported on the CHC Academic Senate approved noncredit plan. Reported on conflict between state and federal law on DACA.
- Kevin Palkki reported for CSEA. Working with District on personnel issues and compensation study.

### **PUBLIC COMMENTS ON AGENDA ITEMS**

None.

### **APPROVAL OF MINUTES**

January 11, 2018 and January 18, 2018

Trustee Ferracone moved to approve, Trustee Longville seconded the motion and the board members voted to approve the minutes of January 11 and January 18, 2018.

AYES: Ferracone, Longville, Singer, Harrison, Reyes, Viricel, Blackburn

NOES: None

ABSENT: Williams, Dotson

ABSTENTIONS: None

### **CONSENT AGENDA**

#### **Instruction/Student Services**

Consideration of Approval of Curriculum – CHC

#### **Human Resources**

Consideration of Acceptance of Employee Resignation

Consideration of Acceptance of Employee Retirement and Non-Renewal for 2018-2019

Consideration of Approval of Adjunct and Substitute Academic Employees

Consideration of Approval of Appointment of District Employees

Consideration of Approval of Classified Employee Promotion

Consideration of Approval of District Volunteers

Consideration of Approval of Interim Management Appointment

Consideration of Approval of Non-Instructional Pay for Academic Employees – amended to replace and approve the board item per the addendum.

Consideration of Approval of Placement of Classified Employee on the 39-Month Reemployment List

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

Consideration of Approval of Sabbatical Leave for the 2018-2019 Academic Year

Consideration of Approval of Stipends

Consideration of Granting a Paid Leave of Absence for Academic Employee

#### **Business & Fiscal Services**

Consideration to Approve Conference Attendance

Consideration to Approve District-College Expenses– amended to correct the date per the addendum

Correction to date of event (p98)

Site: SBVC

Event: Kennedy Center American College  
Theatre Festival, Region

Date of Event: ~~01/12/18-01/18/18~~

02/12/18-02/18/18

Consideration of Approval to Adopt a Resolution Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications  
Consideration of Approval to Award Request for Proposal 2018-01 and Contract to Direct Connection Marketing Communications of La Verne CA  
Consideration of Approval of Professional Services Contracts-Agreements  
Consideration of Approval of Purchase Order Report  
Consideration of Approval of Revised Authorized Signature List  
Consideration of Approval of Routine Contracts-Agreements and Memorandums  
Consideration of Approval of Vacation Payout  
Consideration of Approval to Appoint a Member to the Citizens Bond Oversight Committee  
Consideration of Approval to Award Request for Proposal 2018-04 and Contract to California Food Trucks, Inc. of Long Beach CA  
Consideration of Approval to Reclassify Foundation Director Positions Including a Step Increase Effective July 1, 2018  
Consideration to Adopt Resolution to Pay Trustees

Trustee Longville moved to approve, Trustee Viricel seconded the motion and the board members voted to approve the consent agenda as amended.

AYES: Ferracone, Longville, Singer, Harrison, Reyes, Viricel, Dotson, Blackburn  
NOES: None  
ABSENT: Williams  
ABSTENTIONS: None

#### **ACTION AGENDA**

Consideration of Approval to RFQ-RFP 03-1718-10 and Professional Service Contract to Key Code Media Inc.- Amended to correct the overview and table per the addendum.

Trustee Longville moved to approve, Trustee Viricel seconded the motion and the board members voted to approve RFQ-RFP 03-1718-10 and Professional Service Contract to Key Code Media Inc.

AYES: Ferracone, Longville, Singer, Harrison, Reyes, Viricel, Dotson, Blackburn  
NOES: None  
ABSENT: Williams  
ABSTENTIONS: None

Consideration of Approval to Accept the Prioritized Board Directives for the 2018-19 Budget for First Read - Amended to correct language in item 2b per the addendum.

Trustee Viricel moved to approve, Trustee Singer seconded the motion and the board members voted to accept the Prioritized Board Directives for the 2018-19 Budget for First Read.

AYES: Ferracone, Longville, Singer, Harrison, Reyes, Viricel, Dotson, Blackburn  
NOES: None  
ABSENT: Williams  
ABSTENTIONS: None

#### **INFORMATION ITEMS**

Applause Cards  
Budget Report  
CCFS-320 Apportionment Attendance Report for FY 2018 Period 1  
Clery Report  
General Fund Cash Flow Analysis  
CSEA MOUS  
CTA MOU  
Quarterly Investment Report

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Celia Huston  
Kevin Palkki

**ADJOURN**

The next meeting of the Board: February 17, 2018 at 8am (Board Mid-Year Retreat @ Double Tree by Hilton at Ontario Airport). Vice President Harrison adjourned the meeting at 6:37pm.

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Dr. Anne L. Viricel, Clerk  
SBCCD Board of Trustees