

**Meeting of the San Bernardino Community College District Board of Trustees**  
**SBCCD Boardroom, 114 S. Del Rosa Dr., San Bernardino, CA 92408**  
**Business Meeting Minutes**  
**February 21, 2019**  
**Closed Session @ 4:00 p.m.**  
**Public Meeting @ 5:00 p.m.**

**MEMBERS PRESENT**

John Longville, President  
Dr. Anne L. Viricel, Vice President (left at 4:30pm)  
Joseph Williams, Clerk  
Gloria Macías Harrison, Trustee  
Frank Reyes, Trustee  
Dr. Donald L. Singer, Trustee  
Elijah Gerard, CHC Student Trustee (arrived at 5:00pm)

**ABSENT**

Dr. Stephanie Houston, Trustee  
Autumn Blackburn, SBVC Student Trustee

**ADMINISTRATORS PRESENT**

Bruce Baron, Chancellor  
Jose Torres, Executive Vice Chancellor  
Diana Rodriguez, SBVC President  
Dr. Kevin Horan, CHC President

**1. CALL TO ORDER – PLEDGE OF ALLEGIANCE**

President Longville called the meeting to order at 4:00pm. Trustee Reyes led the pledge of allegiance.

**2. ANNOUNCEMENT OF CLOSED SESSION ITEMS**

- 2.1. Conference with Labor Negotiators  
Government Code 54957.6  
Agency Representative: Bruce Baron – CSEA, CTA, Management/Supervisors, and Confidential Employees
- 2.2. Public Employee Discipline/Dismissal/Release/Non Re-Employment  
Government Code 54957  
(5 cases)
- 2.3. Public Employee Performance Evaluation  
Government Code 54957(b)(1)  
Title: Chancellor
- 2.4. Conference with Legal Counsel – Anticipated Litigation  
Government Code 54956.9(d)(2)  
(1 case)

- 2.5. Conference with Legal Counsel – Existing Litigation  
Government Code 54956.9(e)(3)  
Workers Comp Claim #521840  
Liability Claim #547699
- 2.6. Consideration of Action on Student Expulsion  
Education Code section 72122  
Student #0531055

**3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

Alejandro Rivera spoke to item 2.6.

**4. CONVENE CLOSED SESSION**

Closed session convened at 4:11pm.

**5. RECONVENE PUBLIC MEETING**

Public meeting reconvened at 4:39pm.

Trustee Williams moved approval to reorder the agenda to consider item 2.6 and take action on item 11.15. The board will convene to closed session to discuss the remaining items (2.1 through 2.5). Trustee Harrison seconded the motion.

**AYES: Longville, Harrison, Reyes, Singer, Williams**

**NOES: None**

**ABSENT: Viricel, Houston, Gerard, Blackburn**

**ABSTENTIONS: None**

11.15 Final Action on Student Expulsion Pursuant to Education Code Section 72122 (p95)  
Trustee Singer moved approval to take final action to confirm expulsion of student #0531055 pursuant to Education Code Section 72122. Trustee Reyes seconded the motion.

**AYES: Longville, Harrison, Reyes, Singer**

**NOES: None**

**ABSENT: Viricel, Houston, Gerard, Blackburn**

**ABSTENTIONS: Williams**

**PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

Cassandra Thomas spoke to item 2.2

**CONVENED BACK TO CLOSED SESSION**

Closed session convened at 4:51pm.

**RECONVENED PUBLIC MEETING**

Public meeting reconvened at 5:08pm.

**6. REPORT OF ACTION IN CLOSED SESSION**

The Board unanimously took action not to re-employ the Director of Disabled Students Programs & Services for the 2019-2020 academic year and to send notice to management employee #29146.

The Board unanimously took action not to re-employ the Police Sergeant for the 2019-2020 academic year and to send notice to management employee #6885.

In closed session the Board unanimously took action to approve the release of probationary employee #25803 from the position of Grounds Caretaker.

In closed session the Board unanimously took action to approve the release of probationary employee #29784 from the position of Maintenance Technician.

In closed session the Board unanimously took action to approve the release of probationary employee #9061 from the position of Lab Technician, Physics/Astronomy.

The Board unanimously took action to approve settlement of Workers Comp Claim #521840 with employee #5206.

The Board unanimously took action to approve settlement of Liability Claim #547699.

**7. PUBLIC COMMENTS ON AGENDA ITEMS**

None.

**8. PRESENTATIONS**

Brief reports were presented.

8.1 Sabbatical Report – Mary Copeland (p5)

8.2 Sabbatical Report – Gwen Diponio (p6)

8.3 Sabbatical Report – James Urbanovich (p8)

8.4 Chancellor’s Leadership Academy – Dr. Christopher Crew, Snezana Petrovic, Paul Walker

**9. REPORTS**

9.1. Board Committee Reports

- Trustee Harrison gave a report on the BOT Ad Hoc Foundation and BOT Budget committees
- Trustee Reyes reported on the BOT Legislative Committee.
- Student Trustee Gerard commented on including students in conversations when making decisions on education.
- Trustee Williams reported on the CA Workforce Development grant opportunities, high school CCI reports, and CTE facility.
- Trustee Longville introduced Congressman Aguilar at a student financing workshop at SBVC.

9.2. Good News (p9)

9.3. San Bernardino Valley College Academic Senate report was given by Celia Huston. Trustee Harrison would like to attend faculty senate workshops. Williams wants study session on AB 705.

9.4. San Bernardino Valley College Classified Senate – no report

9.5. San Bernardino Valley College Associated Students – no report

9.6. Crafton Hills College Academic Senate report was given by Mark McConnell. Guided Pathways and Spring Plenary.

9.7. Crafton Hills College Classified Senate – no report

9.8. Crafton Hills College Associated Students report was given by Valerie Johnson. April CCC general assembly and elections.

9.9. CSEA report was given by Kevin Palkki. Classification study.

9.10. CTA – no report

**10. APPROVAL OF MINUTES**

- 10.1. December 13, 2018 (p10)
- 10.2. January 10, 2019 (p21)

Trustee Harrison moved approval of the minutes of December 13, 2018. Trustee Singer seconded the motion.

**AYES: Longville, Harrison, Reyes, Singer, Williams, Gerard**

**NOES: None**

**ABSENT: Viricel, Houston, Blackburn**

**ABSTENTIONS: None**

Trustee Harrison moved approval of the minutes of January 10, 2019. Trustee Singer seconded the motion.

**AYES: Longville, Harrison, Reyes, Singer**

**NOES: None**

**ABSENT: Viricel, Houston, Blackburn, Gerard**

**ABSTENTIONS: Williams**

**11. CONSENT AGENDA**

Trustee Harrison moved approval of the consent agenda as amended. Trustee Singer seconded the motion.

**AYES: Longville, Harrison, Reyes, Singer, Williams, Gerard**

**NOES: None**

**ABSENT: Viricel, Houston, Blackburn**

**ABSTENTIONS: None**

**Instruction/Student Services**

- 11.1 Approval of Curriculum – CHC (p28)  
**Amended to remove Course ID: READ/N 980**
- 11.2 Approval to Serve Alcoholic Beverages – Donor Appreciation Mixer (p52)

**Human Resources**

- 11.3 Approval of Adjunct and Substitute Academic Employees (p53)
- 11.4 Approval of Non-Instructional Pay for Academic Employees (p55)  
**Amended to remove Heather Barger, Strong Workforce**
- 11.5 Approval to Pay Stipends (p62)
- 11.6 Approval of District Volunteers (p65)
- 11.7 Approval of Employee Promotions (p67)
- 11.8 Ratification of Professional Expert, Short-Term, and Substitute Employees (p69)
- 11.9 Approval of Classified Job Description (p77)  
**Amended to remove Development Coordinator job description**
- 11.10 Approval of Reclassification of Employees (p84)
- 11.11 Approval to Accept Employee Resignations (p86)
- 11.12 Approval to Accept Employee Retirements (p88)
- 11.13 Approval to Appoint District Employees (p90)
- 11.14 Approval to Appoint Interim Managers (p93)
- 11.15 ~~Final Action on Student Expulsion Pursuant to Education Code Section 72122 (p95)~~  
**Item was pulled for action to be taken immediately after closed session.**
- 11.16 Approval to Place Classified Employees on the 39- Month Reemployment List (p96)



## **Business & Fiscal Services**

- 11.17 Approval of Professional Services Contracts Agreements (p98)
- 11.18 Approval of Purchase Order Report (p101)
- ~~11.19 Approval of Routine Contracts Agreements and Memorandums (p106)~~  
**Item was pulled for separate action to be taken immediately after closed session.**
- 11.20 Approval of Surplus Property and Authorization for Private Sale or Disposal (p132)
- 11.21 Approval of Vacation Payout (p134)
- 11.22 Approval of Nonresident Tuition and Capital Outlay Fees (p135)
- 11.23 Approval to Adopt Resolution #2019-02-21-FS Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications (p139)

## **Facilities**

- 11.24 Approval of Amendment 01 to the Contract with PMSM- 19six Architects (p142)
- 11.25 Approval of Non-Bond Construction Change Orders and Contract Amendments (p145)
- 11.26 Approval to Award Bid 03-1718-10 and Contract to Viper Cabling Inc. (p152)
- 11.27 Approval to Award Bid 03-1718-10A and Contract to Monet Construction Inc. (p154)
- 11.28 Approval to Award Bid 03-1617-06A and Ratify Contract with Allen Holdings Inc. (p156)

## **Other**

- 11.29 Approval to Adopt Resolutions to Grant Excused Absence and Pay Trustees (p158)
- 11.30 Approval of District & College Expenses (p161)
- 11.31 Approval of Individual Memberships (p174)
- ~~11.32 Approval to Accept Board Policies for First Reading (p176)~~  
~~BP & AP 3590 Energy Conservation~~  
~~BP & AP 4100 Graduation Requirements for Degrees and Certificates~~  
~~BP & AP 4226 Multiple & Overlapping Enrollment~~  
~~BP & AP 4232 Pass/No Pass~~  
~~BP & AP 6330 Purchasing~~  
~~BP & AP 7130 Compensation~~  
~~BP & AP 7160 Professional Development~~  
~~BP & AP 7385 Salary Deductions~~  
**Item was pulled for separate action.**
- 11.33 Approval to Endorse Nomination of 2019 Classified Employee of the Year (p207)
- 11.34 Approval of Board Committee Charges (p215)
- 11.35 Approval of Conference Attendance (p218)  
**Amended to remove conference attendance for Diana Rodriguez at Hispanic Association of Colleges and Universities (HACU) National Capitol Forum 03/31/19 - 04/03/19.**

**Amended to correct conference name, attendee, and funding source as reflected below.**

**Site:** SBVC

**Department:** ~~President's Office~~ Instruction Office

**Conference Name:** ACCJC

2019 Partners in Excellence Conference

**Travel Dates:** 04/29/19 - 05/03/19

**City, State:** Burlingame, CA

**Estimated Cost Per Person:** \$2558.94

**Funding Source:** ~~President's Office-General~~

**Funds** VPI General Funds

**Name:** ~~Diana-Rodriguez~~ Dina Humble

**Purpose:** Will explore the challenges educators face as they ponder "what the future holds"; featuring multiple break-out sessions for members to weigh in on what they are doing to keep higher education responsive, effective and relevant. ~~Dina Humble~~ ~~President-Rodriguez~~ will represent SBVC and the unique challenges from the perspective of a community college within the Inland Empire.

**ITEMS PULLED FROM CONSENT AGENDA FOR SEPARATE ACTION**

11.19 Approval of Routine Contracts-Agreements and Memorandums (p106)

Trustee Williams moved approval of the routine contracts-agreements and memorandums. Trustee Harrison seconded the motion.

Trustee Williams requested clarification that Net Files applies to Trustees for electronic Form 700 filing. TESS move is on track

**AYES: Longville, Harrison, Reyes, Singer, Williams, Gerard**

**NOES: None**

**ABSENT: Viricel, Houston, Blackburn**

**ABSTENTIONS: None**

11.32 Approval to Accept Board Policies for First Reading (p176)

BP & AP 3590 Energy Conservation

BP & AP 4100 Graduation Requirements for Degrees and Certificates

BP & AP 4226 Multiple & Overlapping Enrollment

BP & AP 4232 Pass/No Pass

BP & AP 6330 Purchasing

BP & AP 7130 Compensation

BP & AP 7160 Professional Development

BP & AP 7385 Salary Deductions

Trustee Williams moved approval to accept board policies for first reading. Trustee Harrison seconded the motion.

Trustee Williams asked for a needs assessment to be shared as information at an upcoming board meeting. Reference to AP 7160 (P203) *Needs assessments surveys will be conducted at least annually to identify professional development needs among employees. Professional development activities will be collegiately planned and presented based on the results of the needs assessments and institutional priorities. Professional development activities will be evaluated and the results will be used to improve programs and activities to ensure District and employee needs are being met.*

**AYES: Longville, Harrison, Reyes, Singer, Williams, Gerard**

**NOES: None**

**ABSENT: Viricel, Houston, Blackburn**

**ABSTENTIONS: None**

**12. ACTION AGENDA**

- 12.1 Approval to Accept the Inland Futures Foundation’s Master Agreement, Articles of Incorporation, and Bylaws for First Reading (p233)  
*Amended to replace Master Agreement, Articles of Incorporation, and Bylaws as attached.*

Trustee Harrison moved approval to accept the Inland Futures Foundation’s Master Agreement, Articles of Incorporation, and Bylaws for first read. Trustee Williams seconded the motion.

**AYES: Longville, Harrison, Reyes, Singer, Williams, Gerard**

**NOES: None**

**ABSENT: Viricel, Houston, Blackburn**

**ABSTENTIONS: None**

- 12.2 Approval to Accept the Prioritized Board Directives for the 2019-20 General Fund Budget for First Reading (p261)  
*Amended to approve for final reading.*

Trustee Harrison moved approval to accept the Prioritized Board Directives for the 2019-20 General Fund Budget for final reading. Trustee Singer seconded the motion.

**AYES: Longville, Harrison, Reyes, Singer, Williams, Gerard**

**NOES: None**

**ABSENT: Viricel, Houston, Blackburn**

**ABSTENTIONS: None**

- 12.3 Approval of San Bernardino Community College District Promise (p263)

Trustee Williams moved approval of the San Bernardino Community College District (SBCCD) Promise *with the additional language: A yearly review will be conducted for assessment of best practices and revision if necessary.* Trustee Singer seconded the motion.

Discussion: Trustee Williams – the hope of the SBCCD Promise to fill in the gap financially. Don’t forget the Harrison is concerned that the program is too rigid - geared to High School graduates from our feeder schools. Would like to see it expanded and something no one else offers (innovative).

**AYES: Longville, Harrison, Reyes, Singer, Williams**

**NOES: Gerard**

**ABSENT: Viricel, Houston, Blackburn**

**ABSTENTIONS: None**

**13. INFORMATION ITEMS**

- 13.1 Applause Cards (p265)
- 13.2 Budget Report (p271)
- 13.3 Clery Report (p289)
- 13.4 General Fund Cash Flow Analysis (p291)
- 13.5 Key Performance Indicators (p293)
- 13.6 CCFS-320 Apportionment Attendance Report for FY 2019 Period 1 (p297)

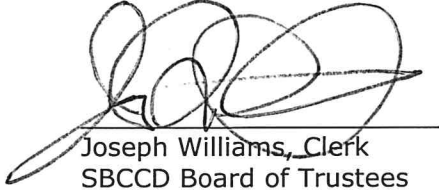
- 13.7 Quarterly Financial Status Report (p298)
- 13.8 Memorandums of Understanding between SBCCD and CSEA (p303)
- 13.9 Quarterly Investment Report (p319)

**14. PUBLIC COMMENT ON NON-AGENDA ITEMS**

None.

**15. ADJOURN (in the name of CHC Student, Colin James Dailey)**

The next meeting of the Board: Business Meeting at SBVC B100 on March 14, 2019 at 4pm. President Longville adjourned the meeting at 6:37pm.



Joseph Williams, Clerk  
SBCCD Board of Trustees