



MINUTES

Meeting of the Board of Trustees
April 11, 2019 at 4:00 p.m. (Closed Session); 5:00 p.m. (Public Meeting)
Crafton Hills College, 11711 Sand Canyon Rd. (LRC 231)
Yucaipa, CA 92399

MEMBERS PRESENT

John Longville, President (arrived at 4:10pm)
Dr. Anne L. Viricel, Vice President (arrived at 4:08pm)
Joseph Williams, Clerk
Gloria Macías Harrison, Trustee
Dr. Stephanie Houston, Trustee
Frank Reyes, Trustee
Dr. Donald L. Singer, Trustee
Elijah Gerard, CHC Student Trustee

ABSENT

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

Trustee Williams called the meeting to order at 4:02pm. 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
(2 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)
(3 cases)
- 2.5. Conference with Legal Counsel – Existing Litigation
Government Code 54956.9(e)(3)
Workers Comp Claim #541850, Workers Comp Claim #520382, Workers Comp Claim #556994

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None.



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4. CONVENE CLOSED SESSION

Closed session convened at 4:03pm.

5. RECONVENE PUBLIC MEETING

Public meeting reconvened at 5:05pm.

6. REPORT OF ACTION IN CLOSED SESSION

- In closed session the Board unanimously took action to approve the release of probationary employee #29889 from the position of Custodian.
- The Board by majority vote, with Trustee Williams voting *no*, took action to approve a resignation agreement and release of all claims with regard to former employee #25080.
- The Board unanimously took action to approve settlement of Workers Comp Claim #541850 with employee #8380.
- The Board unanimously took action to approve settlement of Workers Comp Claim #520382 with employee #10100.
- The Board unanimously took action to approve settlement of Workers Comp Claim #556994 with employee #9140.

7. PUBLIC COMMENTS ON AGENDA ITEMS

Without objection, the Board agreed to reorder the agenda to hear item 14 with item 7.

Linda Vasquez, Campaign for College Opportunity – AB 705

Jewel Patterson, C.O.P.E. – student and community input on the California Promise

Aujanee Butler, student at San Andreas High School - Promise

8. PRESENTATIONS

- 8.1 IEPI Diversity Summit Presentation – Kristina Hannon, Executive Director HR (p5)
The presentation included a review of the statewide data regarding diversity in hiring, updates from the State Chancellor's Office, SBCCD updates, and the next steps. The full presentation and executive summary was included in the Board agenda.

Trustee Houston would like to receive updates on the progress of diversity in hiring.

9. REPORTS

- 9.1. Board Committee Reports (p19)
- Trustee Reyes attended the HACU Conference in Washington DC to advocate for funding. He referenced a list of grants available to Hispanic serving institutions and non-Hispanic serving institutions. He reiterated the importance of meeting with elected officials to advocate for funding.
 - Trustee Gerard also attended the HACU Conference. He asked the Board to include students on committees whenever decisions are made that affect students.
- 9.2. Board Information Requests (p23)
- 9.3. Good News (p25)
- 9.4. San Bernardino Valley College Academic Senate – no report
- 9.5. San Bernardino Valley College Classified Senate – Judy Rodriguez reported the Senate is in the planning stages of Classified Professionals Week (in June) and has an upcoming fundraiser at Applebee's.
- 9.6. San Bernardino Valley College Associated Students – no report
- 9.7. Crafton Hills College Academic Senate – Meridith McLaren announced Mark McConnell is at Plenary and will have a report when he returns.
- 9.8. Crafton Hills College Classified Senate – no report



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- 9.9. Crafton Hills College Associated Students – Tyrone Ross reported the Student Senate had their General Assembly where they passed two resolutions; to make election days a statewide holiday and to make federal loans available to students.
- 9.10. CSEA – Kevin Palkki announced CSEA is working with District regarding the professional development funding for classified members. The efforts are in collaboration with districtwide representatives to have input of the allocation of such funding. He also asked for support to honor Cesar Chavez Day (March 31) and the Governor issued a declaration of Dolores Huerta Day (April 10). He also thanked the Board for keeping classified members at competitive wages.
- 9.11. CTA – Meridyth McLaren thanked the Board for their support with salary negotiations. CTA and District agreed on full and part-time faculty salaries, which will be voted on in May. The academic calendar will also be voted on in May. CTA will be working on benefits and evaluations.

President Longville asked to review calendar holidays and consider honoring Dolores Huerta Day. The District can make it a holiday, but CSEA will negotiate the day it would be observed.

In addition to resolutions for Dolores Huerta Day and Cesar Chavez Day, Trustee Harrison would like to have a resolution for Community College Month in April each year.

10. APPROVAL OF MINUTES

- 10.1. February 7, 2019 (p26)
- 10.2. March 14, 2019 (p30)

Trustee Harrison moved approval of the minutes of February 7, 2019 and March 14, 2019. Trustee Viricel seconded the motion.

AYES: Longville, Viricel, Williams, Harrison, Houston, Reyes, Gerard
NOES: None
ABSENT: Blackburn
ABSTENTIONS: Singer

11. CONSENT AGENDA

Instruction/Student Services

- ~~11.1 Curriculum – CHC (p37) Item pulled for separate action~~
- ~~11.2 Curriculum – SBVC (p43) Item pulled for separate action~~
- 11.3 Donation – SBVC (p94)
- 11.4 Serving Alcoholic Beverages at Campus Events (p95)

Human Resources

- 11.5 Adjunct and Substitute Academic Employees (p96)
- 11.6 Contracts for Tenure Track Academic Employees (p98)
- 11.7 Non-Instructional Pay for Academic Employees (p100)
- 11.8 Salary Advancement for Academic Employees (p105)
- 11.9 Stipends (p107)
- 11.10 Interim Managers (p109)
- 11.11 Management Job Descriptions (p111)
- 11.12 Appointment of District Employees (p124)
- 11.13 Classified Job Descriptions (p126)
- 11.14 Employee Promotions (p136)
- 11.15 Placement of Classified Employees on the 39-Month Reemployment List (p138)



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Business & Fiscal Services

- 11.16 Contracts At or Above \$92,600 (p140)
- 11.17 Establishment of a Capital Projects Fund 44 for Measure CC Bond Proceeds (p143)
- 11.18 Vacation Payout (p144)
- 11.19 Surplus Property and Authorization for Private Sale or Disposal (p145)
- 11.20 Resolution #2019-04-11-FS-1 Authorizing Temporary Interfund Borrowing (p147)
- 11.21 Resolution #2019-04-11-FS-2 Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications (p149)
- 11.22 Appoint Members to the CBOC (p153)

Facilities

- 11.23 Bid #01-1819-01 and Contract to Commercial Roofing Systems, Inc. of Arcadia, CA (p155)
- 11.24 Bid #03-1819-02 and Contract to Caliber Construction, Inc. of Brea, CA (p157)
- 11.25 Resolution #2019-04-11-FPC Regarding the District's Intention to Issue Tax-Exempt General Obligation Bonds (p159)

Other Items

- 11.26 ~~Reconfirm Student Trustee Privileges (p165) — Longville: state's legal interpretation of "elected official" other ways to expand opportunities for our student trustees. Item pulled for separate action~~
- 11.27 Board Policies First Reading (p166)
 - BP 2315 (no AP) Closed Sessions
 - BP & AP 2330 Quorum and Voting
 - BP 2720 (no AP) Communications Among Board Members
 - BP & AP 3810 Claims Against the District
 - BP & AP 5110 Counseling
 - BP & AP 5120 Transfer Center
 - BP & AP 5300 Student Equity
 - BP & AP 6320 Investments
- 11.28 Resolution to Grant Excused Absence of Trustee (p190)
- 11.29 Conference Attendance (p192)
- 11.30 District & College Expenses (p204)
- 11.31 Individual Memberships (p212)

Trustee Williams moved approval of the consent agenda except items 11.1, 11.2, and 11.26. Trustee Gerard seconded the motion.

AYES: Longville, Viricel, Williams, Harrison, Houston, Reyes, Singer, Gerard
NOES: None
ABSENT: Blackburn
ABSTENTIONS: None



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ITEMS PULLED FOR SEPARATE ACTION

- 11.1 Curriculum – CHC (p37)
- 11.2 Curriculum – SBVC (p43)

Trustee Williams moved approval of Board Policies for final approval. Trustee Harrison seconded the motion.

Discussion: There was discussion and clarification of the terminology used in the Social Media Field Production Certificate. It was confirmed that SBVC is using data to provide courses attract students from the Art Institute, which recently closed.

AYES: Longville, Viricel, Williams, Harrison, Houston, Reyes, Singer, Gerard
NOES: None
ABSENT: Blackburn
ABSTENTIONS: None

- 11.26 Reconfirm Student Trustee Privileges (p165)

Trustee Gerard moved approval of the item with the language in the Overview to be struck "*at the discretion of the Board*". There was no second. Motion did not pass.

Discussion: There was discussion around the effects of striking the language. Trustee Gerard asserted that Student Trustees are elected and the statement to be stricken implies Student Trustees have a vote on attending closed session. He also stated based on board policy, a Student Trustee is a full-fledged member of the BOT and would have a vote as to whether Student Trustees could attend closed session. The State allows Student Trustees access to closed session and the law dictates that Student Trustees are not permitted to attend closed session on personnel or collective bargaining matters.

President Longville asked staff to provide the Board with additional information to clarify the State's legal meaning of elected officials and any additional information that is relevant. He also requested staff to explore other opportunities to expand Student Trustee participation.

Trustee Singer moved approval to Reconfirm Student Trustee Privileges. Trustee Harrison seconded the motion.

AYES: Longville, Viricel, Williams, Harrison, Houston, Reyes, Singer
NOES: Gerard
ABSENT: Blackburn
ABSTENTIONS: None



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12. ACTION AGENDA

- 12.1 Board Policies for Final Reading (p214)
BP 3600 (no AP) Auxiliary Organizations
BP & AP 3920 Electronic Mail
BP & AP 4250 Probation, Dismissal, and Readmission
AP 5045 (no BP) Student Records - Challenging Content & Access Log
BP & AP 5055 Enrollment Priorities
AP 7211 (no BP) Faculty Service Areas, Minimum Qualifications, and Equivalencies
AP 7216 (no BP) Academic Employees: Grievance Procedure for Contract Decisions
AP 7233 (no BP) Claims for Out of Class

Trustee Houston moved approval of the Board Policies. Trustee Williams seconded the motion.

AYES: Longville, Viricel, Williams, Harrison, Houston, Reyes, Singer, Gerard
NOES: None
ABSENT: Blackburn
ABSTENTIONS: None

- 12.2 Public Hearing and Acknowledgement of Initial Proposals to Reopen Negotiations from the CSEA Chapter 291 (p239)

President Longville opened a hearing for public comment on the initial reopener proposals. Hearing no comments, the hearing was closed.

Trustee Harrison moved approval to acknowledge Article 7 Pay and Allowances and Article 10 Health & Welfare Benefits proposals and the parties to commence negotiations. Trustee Houston seconded the motion.

AYES: Longville, Viricel, Williams, Harrison, Houston, Reyes, Singer, Gerard
NOES: None
ABSENT: Blackburn
ABSTENTIONS: None

- 12.3 Vote for Candidates for the CCCT Board of Directors (p241)

Trustee Williams moved approval to vote for the seven candidates from the seats up for re-election and authorize staff to forward the official ballot to the League Office before the deadline. Trustee Houston seconded the motion.

Raymond Macareno, Sequoias CCD
Kenneth A. Brown, El Camino CCD
Sally Biggin, Redwoods CCD
Mark Evilsizer, Palomar CCD
Tracey Vackar, Riverside CCD
Linda S. Wah, Pasadena Area CCD
Mary Jane Sanchez, Desert CCD

AYES: Longville, Viricel, Williams, Harrison, Houston, Reyes, Singer, Gerard
NOES: None
ABSENT: Blackburn
ABSTENTIONS: None



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12.4 Vision for Success First Reading (p244)

Trustee Viricel moved approval to accept CHC & SBVC Vision for Success Local Goal Setting, as amended, for first reading. Trustee Williams seconded the motion.

AYES: Longville, Viricel, Williams, Harrison, Houston, Reyes, Singer, Gerard
 NOES: None
 ABSENT: Blackburn
 ABSTENTIONS: None

Systemwide Goal 4 (Workforce): Increase the percent of exiting students who report being employed in their field of study, from the most recent statewide average of 69% to 76%, an increase of 10%.

Local Target (CHC and SBVC): Increase the number of exiting students who report being employed in their field of study by 10%. attaining the district county living wage by 10%.

Job Closely Related to Field of Study	2014-15 (Baseline)	2015-16	2016-17	2021-22 (Target: 10% Increase)
CHC Percent	77%	N/A	N/A	85%
SBVC Percent	70%	N/A	N/A	77%

Attained the Living Wage	2014-15	2015-16 (Baseline)	2016-17	2021-22 (Target: 10% Increase)
CHC Percent	46%	47%	49%	52%
SBVC Percent	49%	52%	55%	57%

12.5 Adopt Resolution #2019-04-11-FS-3 Authorizing a Separate Bank Account and Approval to Transfer Purchase Credit Funds

Trustee Harrison moved approval to adopt a resolution authorizing a separate bank account for the operation of investment properties and that the Board of Trustees approve transfer of the \$5.9 million purchase credit into the new bank account. Trustee Williams seconded the motion.

AYES: Longville, Viricel, Williams, Harrison, Houston, Reyes, Singer, Gerard
 NOES: None
 ABSENT: Blackburn
 ABSTENTIONS: None

13. **INFORMATION ITEMS**

- 13.1 Applause Cards (p247)
- 13.2 Budget Report (p252)
- 13.3 Clery Report (p270)
- 13.4 Contracts Below \$92,600 (p272)
- 13.5 District Volunteers (p285)
- 13.4 General Fund Cash Flow Analysis (p287)
- 13.5 Key Performance Indicators (p289)
- 13.6 MOUs between SBCCD and the CSEA (p293)
- 13.7 MOUs between SBCCD and the CTA (p322)



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- 13.8 Professional Expert, Short-Term, and Substitute Employees (p327)
- 13.9 Purchase Orders (p332)
- 13.10 Resignations and Retirements (p341)
- 13.11 Small Scale Construction Contracts (p343)

14. PUBLIC COMMENT ON NON-AGENDA ITEMS

Item 14 was reordered and heard with agenda item 7.

15. ADJOURN

The next meeting of the Board: Study Session: Media Academy – April 18, 2019 at 12pm.
President Longville adjourned the meeting at 6:40pm.

Joseph Williams, Clerk
SBCCD Board of Trustees