



Meeting of the Board of Trustees

March 12, 2020

4:00 p.m. (Closed Session); 5:00 p.m. (Public Meeting)

San Bernardino Valley College B-100

701 S. Mt. Vernon Ave., San Bernardino, CA

MINUTES

MEMBERS PRESENT

Dr. Anne L. Viricel, Chair

Gloria Macías Harrison, Clerk

John Longville, Trustee (arrived at 4:50 pm)

Frank Reyes, Trustee

Dr. Donald L. Singer, Trustee (arrived at 4:10 pm)

Joseph Williams, Trustee

Elijah Gerard, CHC Student Trustee (arrived at 4:35 pm)

ABSENT

Dr. Stephanie Houston, Vice Chair

Maritza Mariscal-Medina, SBVC Student Trustee

ADMINISTRATORS PRESENT

Jose Torres, Interim Chancellor

Diana Rodriguez, SBVC President

Dr. Kevin Horan, CHC President

ADMINISTRATORS ABSENT

None

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Board Chair Viricel called the meeting to order at 4:02pm. Trustee Harrison led the pledge of allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

2.1. Conference with Labor Negotiators

Government Code 54957.6

Agency Representatives: Jose F. Torres and Kristina Hannon – CSEA, CTA, Management/Supervisors, and Confidential Employees

2.2. Public Employee Discipline/Dismissal/Release/Non Re-Employment

Government Code 54957

2.3. Conference with Legal Counsel – Anticipated Litigation

Government Code 54956.9(d)(2)

(1 case)

2.4. Conference with Legal Counsel – Existing Litigation

Government Code 54956.9(e)(3) or (d)(1)

- Workers Comp Claim #523390
- Workers Comp Claim #559027
- Workers Comp Claim #576017

2.5. Conference with Real Property Negotiator

Government Code section 54956.8

- Properties:
 - Sand Canyon Road, Yucaipa, 18.75 Acre Parcel
 - Pro-Swap-Meet, San Bernardino, 22.79 Total Acres
- Negotiating Parties: San Bernardino Community College District (Proposed Buyer), Real Property Negotiator Jose F. Torres, Interim Chancellor
- Under Negotiation: Instruction to Proposed Buyer's Real Property Negotiators will concern price and terms of payment associated with the possible purchase of the identified Property.

2.6. Public Employee Performance Evaluation
Government Code 54957(b)(1)
Title: Chancellor

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS
Scott Carlson – Item 6.1

4. CONVENE CLOSED SESSION
Closed session convened at 4:05pm.

5. RECONVENE PUBLIC MEETING
Public meeting reconvened at 6:01pm.

Without objection, the Board unanimously agreed to hear additional comments on closed session items.

- Gary Williams – item 6.2

6. REPORT OF ACTION IN CLOSED SESSION

- On March 12, 2020, the Board Unanimously took action to approve Resolution #2020-03-12-HR03 to non-reelect Employee #28489, contract (probationary) Instructor, English at Crafton Hills College, for the 2020-21 academic year and to send notice to the employee.
- On March 12, 2020, the Board Unanimously took action to approve the release of probationary employee #30524 in the role of administrative coordinator.
- On March 12, 2020, the Board Unanimously took action to approve the release of probationary employee #30329 in the role of administrative assistant I.
- On March 12, 2020, the Board Unanimously took action to approve the release of probationary employee #30305 in the role of secretary II.
- The Board unanimously took action to approve settlement of Workers Comp Claim #523390 with employee #24074.
- The Board unanimously took action to approve settlement of Workers Comp Claim #559027 with employee #25849.
- The Board unanimously took action to approve settlement of Workers Comp Claim #576017 with employee #29619.

6.1. Approval to Adopt Resolution No. 2020-03-12-HR01 to Layoff Due to Lack of Work and/or Lack of Funds

Trustee Viricel moved to adopt Resolution No. 2020-03-12-HR01 to Layoff Due to Lack of Work and/or Lack of Funds and provide notice to affected employees. Trustee Reyes seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams
NOES: None
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: Gerard

6.2. Approval to Adopt Resolution No. 2020-03-12-HR02 to Reduce or Eliminate Particular Kinds of Service

Trustee Singer moved to adopt Resolution No. 2020-03-12-HR02 to Reduce or Eliminate Particular Kinds of Service performed by academic employees and to provide notice to affected employees of the reduction in service. Trustee Longville seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams
NOES: Gerard
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: None

7. PUBLIC COMMENTS ON AGENDA ITEMS

Without objection, the Board unanimously agreed to hear public comment items #7 and #14 together.

Carolyn Jordan-Daniels – Non-agenda item (Chancellor search)
Felicia Jones – Item 13.2
Keynasia Buffong – Non-agenda item (Tumaini)
Alex Avila – Non-agenda item (Tumaini)

8. PRESENTATIONS

8.1. None

9. REPORTS

- 9.1. Board Committee Reports (p5)
- 9.2. Board Information Requests (p7)
- 9.3. Chancellor's Report (p9)
 - Interim Chancellor shared a video on Guided Pathways and his commitment to ensure student success.
 - Intends to create ad hoc of the board to assist with strategic plan
- 9.4. Key Performance Indicators (p10)
- 9.5. San Bernardino Valley College Academic Senate
 - Amy Avelar provided a brief update for SBVC Academic Senate.
- 9.6. San Bernardino Valley College Classified Senate
- 9.7. San Bernardino Valley College Associated Students
 - Sofiya Herrera gave a brief update for SBVC Associated Students.
- 9.8. Crafton Hills College Academic Senate
 - Mark McConnell provided a brief update for CHC Academic Senate.
- 9.9. Crafton Hills College Classified Senate
 - Brandice Mello provided a brief update for CHC Classified Senate.
- 9.10. Crafton Hills College Associated Students
 - Elijah Gerard provided a brief update for CHC Associated Students.
- 9.11. CSEA
 - Kevin Palkki provided a brief update for CSEA.
- 9.12. CTA
 - Meridyth McLaren gave a brief report for CTA.
- 9.13. San Bernardino Valley College President
 - President Rodriguez reported on AB 705, sustainability partnerships, Mark Merjil, accreditation update.
- 9.14. Crafton Hills College President
 - President Horan reported on AB 705, forward movement of Guided Pathways, and the partnerships between SBVC and CHC.

10. APPROVAL OF MINUTES

- 10.1. November 7, 2019 (p20)
- 10.2. January 30-31, 2020 (p21)
- 10.3. February 13, 2020 (p31)

Trustee Harrison moved to approve the minutes of 11/7/19, 1/30/20-1/31/20, and 2/13/20. Trustee Longville seconded the motion. Student Trustee attendance will be noted on all board meeting agendas, including board retreat and study sessions.

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

NOES: None

ABSENT: Houston, Mariscal-Medina

ABSTENSIONS: None

11. CONSENT AGENDA

Instruction/Student Services

- 11.1 Approval of Curriculum – SBVC (p38)
- 11.2 Approval of Curriculum – CHC (p43)

Human Resources

- 11.3 Adjunct and Substitute Academic Employees (p52)
- 11.4 Non-Instructional Pay (p54)
- 11.5 Contracts for Tenure Track Academic Employees (p74)
- 11.6 Granting Tenure (p77)
- 11.7 Appointment of District Employees (p80)
- 11.8 Employee Transfers (p82)
- 11.9 Reclassification of Employees (p84)
- 11.10 Employee Promotions (p86)
- 11.11 Management Classification and Placement on Salary Schedule (p88)
- 11.12 Management Job Descriptions (p93) **Amended to remove the first bullet under Ability to for the Dean, Academic Success, Grants and Learning Services (SBVC) job description.**

Ability to:

- ~~Plan, organize, supervise, and evaluate the performance of District Police Department personnel and manage a variety of security and safety programs.~~

- 11.13 Management Tuition Reimbursement (p105)
- 11.14 Appointment of Interim Managers (p106)

Business & Fiscal Services

- 11.15 Award RFP 2020-03 and Contract to SynED (p108)
- 11.16 Contracts at or Above \$95,200 (p109)
- 11.17 Resolution #2020-02-13 FS01 Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications (p111)
- 11.18 Surplus Property (p114)
- 11.19 Vacation Payout (p116)
- 11.20 District & College Expenses (p117)
- 11.21 Individual Memberships (p125) **Amended to remove the individual ACCA membership for Leticia Hector.**

Site: SBVC Name: Leticia Hector Total Cost: \$182.13 Funding Source: Vice President of Instruction General Funds	Membership & Purpose: Association of California Community College Administrators. To stay abreast of current events that impact community colleges statewide. Ratification: This membership is being ratified as Ms. Hector is serving as Interim Dean upon a recently created vacancy.
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11.22 Resolution to Excuse Trustee Absence (p128)

Facilities

11.23 ~~Amendment 02 to HMC Architects Contract (p130)~~ pulled for separate action

Trustee Singer moved approval of the consent agenda, as amended and with the exception of item 11.23. Trustee Harrison seconded the motion.

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

NOES: None

ABSENT: Houston, Mariscal-Medina

ABSTENSIONS: None

ITEMS PULLED FOR SEPARATE ACTION

11.23 ~~Amendment 02 to HMC Architects Contract (p130)~~

Trustee Viricel moved to approve Amendment 02 to HMC Architects Contract. Trustee Williams seconded the motion.

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

NOES: None

ABSENT: Houston, Mariscal-Medina

ABSTENSIONS: None

12. ACTION AGENDA

12.1 Public Hearing and Acknowledgement of Initial Proposals to Negotiate Successor Agreement Between SBCCD and CSEA Chapter 291(p131) **Amended to include the sunshine proposals.**

Board Chair Viricel opened a hearing for public comment on the initial proposals to negotiate the 2020-2023 Successor Contract between SBCCD and CSEA Chapter 291. Hearing no comments from the public, Board Chair Viricel closed the hearing.

Having conducted a public hearing pursuant to Government Code 3547, Trustee Williams moved to acknowledge these proposals and the parties commence negotiations. Trustee Harrison seconded the motion.

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

NOES: None

ABSENT: Houston, Mariscal-Medina

ABSTENSIONS: None

12.2 Board Policies – First Reading (p132)
AP/BP 3900 Speech: Time, Place, and Manner
AP/BP 4320 Off Campus Speakers
AP/BP 4400 Community Services Programs
AP/BP 4500 Student News Media
AP 5203 Lactation Accommodations

AP/BP 6540 Insurance
AP/BP 7270 Student Workers
AP 7348 Accommodations

Trustee Williams moved to accept board policies for first reading with amendments. Trustee Viricel seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard
NOES: None
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: None

- 12.3 Board Policies – Second Reading (p166)
AP/BP 3540 Sexual Assaults on Campus
AP/BP 6530 District Vehicles
AP/BP 6750 Parking
AP/BP 6751 Parking Citation Payment Plan
AP 7215 Academic Employees: Probationary Contract Faculty
AP 7346 Employees Called to Military Duty

Trustee Harrison moved to approve the board policies for second reading and final approval. Trustee Singer seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams
NOES: Gerard
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: None

- 12.4 CHC & SBVC Scale of Adoption Assessment (SOAA) (p188)

Trustee Williams moved to approve the CHC & SBVC Scale of Adoption Assessment. Trustee Viricel seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard
NOES: None
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: None

- 12.5 Identify Unrealized Gains for Distribution (p247)

Trustee Viricel moved to approve the identification of unrealized gains for distribution from SBCCD's PARS Pension Rate Stabilization Trust (PRST) accounts as indicated below. Trustee Longville seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard
NOES: None
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: None

- 12.6 Proposed Human Resources Reorganization Plan AND New and Revised Job Descriptions Relevant to the Proposed Human Resources Reorganization Plan for Approval (p252)

Trustee Williams moved to approve the proposed Human Resources Reorganization Plan, revised job descriptions relevant to the proposed Human Resources Reorganization Plan, and the revised Confidential Salary Schedule effective March 1, 2020. Trustee Longville seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard
NOES: None
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: None

12.7 Audit Report of KVCR TV and FM (p275)

Trustee Longville moved to accept the 2018-19 independent audit report of KVCR TV and FM. Trustee Viricel seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Gerard
NOES: None
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: Williams

12.8 Audit Report of the KVCR Educational Foundation, Inc. (p313)

Trustee Longville moved to accept the 2018-19 independent audit report of the KVCR Educational Foundation, Inc. Trustee Viricel seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Gerard
NOES: None
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: Williams

12.9 Audit Report of the Inland Futures Foundation (p331)

Trustee Longville moved to accept the 2018-19 independent audit report of the Inland Futures Foundation Trustee Viricel seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Gerard
NOES: None
ABSENT: Houston, Mariscal-Medina
ABSTENSIONS: Williams

12.10 Approve Ex Officio Directors of the Inland Futures Foundation Board (p349)

Trustee Singer moved to approve the following employees to serve on the Inland Futures Foundation (IFF) of the SBCCD as Ex Officio Directors. Trustee Harrison seconded the motion.

Title per IFF Bylaws	Ex Officio Directors
Chancellor of the District	Jose Torres
Executive Vice Chancellor	Lawrence Strong
Vice Chancellor	Kristina Hannon
General Manager of KVCR	Diana Rodriguez
Executive Director of EDCT	Deanna Krehbiel

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard
 NOES: None
 ABSENT: Houston, Mariscal-Medina
 ABSTENSIONS: None

13. INFORMATION ITEMS

- 13.1. Accreditation Timeline (p351)
- 13.2. Analysis of AB 705 Compliance, Implementation, Student Success, and Student Retention (p353)
- 13.3. Applause Cards (p358)
- 13.4. Budget Report (p365)
- 13.5. Clery Report (p368)
- 13.6. Construction Contracts, Change Orders and Amendments Below \$60,000 (p370)
- 13.7. Construction Contracts, Change Orders and Amendments Subject to UCCAP \$60,000-\$200,000 (p372)
- 13.8. Contracts Below \$95,200 (p374)
- 13.9. General Fund Cash Flow Analysis (p382)
- 13.10. MOUs between SBCCD and the CSEA (p384)
- 13.11. Professional Expert, Short-Term, and Substitute Employees (p389)
- 13.12. Purchase Orders (p394)
- 13.13. Quarterly Financial Status Report (p402)
- 13.14. Tentative Agreements with CSEA (p407)
- 13.15. Volunteers (p410)
- 13.16. Board Master Planning Action Calendar (p438) **Amended to include recurring monthly items (top of pages).**

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT			
Board Master Planning Action Calendar			
As of 3/3/2020 8:18 AM			
Monthly	BAFS	- Fund Balance Transfer Resolution - Ratification of Interfund Transfers - Cash Flow Analysis - Budget Report w/memo - FTES Reports	- Events/CBOC Meeting - Individual Memberships - Conferences Over \$5K or Outside US - Signature List Changes - Vacation Payout
	RPC	- RFQ/RFP/Bid & Contract Award - Informal Bid Award (UCCAP)	- Small Scale Construction Contract Award - Non-Bond Construction COs/Amendments
	HR	- Closed Session Items (Separate Agenda) - Appoint Employees - Appoint Interim Managers - Appoint Temporary Academic Employees - Employee Promotions - Employee Reclassifications - Employee Step Increase	- Employee Transfers - Non-Instructional Pay - Resignations & Retirements - Salary Advancement-Academic - Tuition Reimbursement for Managers - Volunteers - Adjunct/Substitute Academic
	DOC & PRES	- Board Committee Reports - Board Information Requests - Good News	- Key Performance Indicators - Minutes - Curriculum
			- Contracts Above Bid Limit - Contracts Below Bid Limit - Purchase Order Report - Surplus Property - Bond Construction COs/Amendments - CBOC Appointees - Pay Stipends - Job Descriptions - CSEA/CTA Agreements - CSEA/CTA MOUs - Professional Expert Short-Term, Subs - 39-Month Reemployment - Board Policies & Procedures - Clery Report - Applause Report

14. PUBLIC COMMENT ON NON-AGENDA ITEMS

See item #7

CONVENE CLOSED SESSION

Closed session convened at 8:33pm.

RECONVENE PUBLIC MEETING

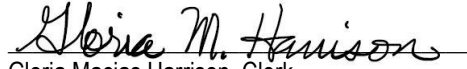
Public meeting reconvened at 9:15pm.

REPORT OF ACTION IN CLOSED SESSION

None

15. **ADJOURN**

The next meeting of the Board: Business Meeting at **Crafton Hills College LRC 231**, April 9, 2020 at 4pm. Board Chair Viricel adjourned the meeting at 9:16 pm.

A handwritten signature in black ink that reads "Gloria M. Harrison". The signature is written in a cursive style with a horizontal line extending to the right.

Gloria Macias Harrison, Clerk
SBCCD Board of Trustees