

# SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

## Meeting Minutes of the Board of Trustees

April 29, 2021

12:00 pm-3:30 pm Pacific Time

### MEMBERS PRESENT VIA TELECONFERENCE

Dr. Anne L. Viricel, Chair

Dr. Stephanie Houston, Vice Chair

Gloria Macías Harrison, Clerk

John Longville, Trustee

Frank Reyes, Trustee

Dr. Donald L. Singer, Trustee

Joseph Williams, Trustee

### ABSENT

Alex Ramos Huaman, CHC Student Trustee

Adrian Rios, SBVC Student Trustee

### ADMINISTRATORS PRESENT

Jose Torres, Interim Chancellor

Diana Rodriguez, SBVC President

Dr. Kevin Horan, CHC President

#### I. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Chair Viricel called the meeting to order at 12:00pm. Trustee Singer led the pledge of allegiance.

Chair Viricel read: *Prior to roll call, I would like to make clear for the record of this meeting, and it should be reflected in the minutes, that this Board of Trustees meeting is conducted pursuant to California Government Code section 54953, as amended by Governor Gavin Newsom in Executive Order N-35-20 dated March 21, 2020, in that all Trustees are participating by remote video or teleconference and no physical location has been designated for this meeting.*

#### II. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

There were no public comments.

#### III. SBCCD SAFE REOPENING UPDATE

Presented By: Interim Chancellor Jose Torres; President Diana Rodriguez; President Kevin Horan; CHC Vice President of Administrative Services Mike Strong; SBVC Vice President of Administrative Services Scott Stark; DSO Director of Facilities Planning, Emergency Management & Construction Farrah Farzaneh

Chancellor Torres introduced the presentation to safely return to campus on August 1, 2021, with in-person classes and the multiple protective measures we will take to comply with the governor's guidelines. A task force with leadership from every constituent group was assembled to advise us on the safe reopening plan. We were reminded the plan would be fluid and will be taken to District Assembly, a collegial consultation group, on May 4. The Board will receive the plan for consideration of approval at the May 13 meeting.

Presidents Rodriguez and Horan highlighted how their return to site plan was shared on the campuses with all constituent groups and the leadership of constituent groups. Open campus sessions and surveys were used to understand the expectations and concerns of the students and personnel around the plan to reopen.

The SBCCD Safe Reopening presentation highlighted:

- General regulatory requirements, the measures already taken, and what will be implemented to ensure the safety of everyone when they return to work and class
- Requirements for students, faculty, and staff to report COVID positive results or symptoms

- Classroom capacity, modifications, and requirements
- Adjustments to individual work environments/work spaces and scheduling of employees returning to work
- Slide 16-17

#### Q&A

Q: Since we are not requiring students and staff to be vaccinated, is there a contingency plan to offer vaccinations on campus?

A: On May 12 and 13, Redlands Community Hospital will provide approximately 900 vaccines to our students. This will be held at SBVC.

Q: At this point, how many of our staff are vaccinated?

A: We are not asking employees if they have been vaccinated so we don't have the answer. Due to HIPPA and privacy SBCCD cannot use survey responses to make decisions.

At this time, we are not able to make vaccinations a requirement because it would require: 1. Negotiations with the bargaining units to make it mandatory or a condition of employment; 2. A HIPPA exception and guidance on how to handle those not wanting to vaccinate.

Q: State law does not mandate that our students get vaccinated. On the other hand, CSU and UC students and staff will be vaccinated.

A: CSU and UC have decided as a system to require vaccinations for all faculty, staff, and students and, as a community college system that has not been decided. HR is in constant communication with other HR groups and the CCCCCO to see about the feasibility of making it mandatory as a system.

Q: Are there any contingency plans for someone getting COVID from another who is infected?

A: Employees and students must report COVID-19 positive diagnosis or symptoms (including if they live with someone who does) to HR or to their course instructors, even if they have not been on campus. Instructors will report cases to deans, who will inform HR or EH&S.

Q: Is there a mechanism in place for a student who self-reports and is quarantined, and grades are affected?

A: In spring 2020, the CCCCCO made it really easy for us to implement emergency withdrawals or incomplete. Students must go through the process. Additionally, faculty have been extremely sensitive and flexible with these cases that have come up.

Q: Where are we in terms of readiness to return now? CHC approximately 50% ready to return now and anticipate at 99% by June/July. They are still meeting with departments and haven't had people on campus. SBVC has ordered barriers in the high transactional areas. PPE is in place. Signage and additional PPE has been ordered. Face shields for employees has also been ordered. Currently reviewing readiness for facilities. Trying to align with the ever-changing state requirements, and to balance CDC and state guidance.

#### IV. STRATEGIC PLAN - NEXT STEPS

Board Vice Chair Houston led the presentation to the Board. The Board had one goal that came out of the retreat last summer, to have a strategic planning process, and with that there was a strategic planning committee that was convened, and they have met with some facilitators. The recommendation of facilitators was that we start the goal of strategic planning with taking a look at our mission, vision, values, and goals. The Board reviewed action they have taken:

September 10, 2020- Board approved one goal to adopt a Strategic Planning process and actions to create alignment between:

1. 2020-2021 Board Strategic Directives (\*June 2020 retreat and July 9, 2020 board approved)
  - Guided Pathways implementation bucket
  - Equity & diversity bucket
  - Operational efficiencies bucket
  - Facilities bucket

*\*BP 3225 - BOT Executive Committee and Strategic Planning Committees would like to consider adding an additional directive (bucket) to update the Mission, identify a vision and values*

2. SBCCD Vision for Success goals adopted in 2019 (\*Approved by board 5/16/2019)



3. Institutional Values (\*Board approved July 11, 2019)

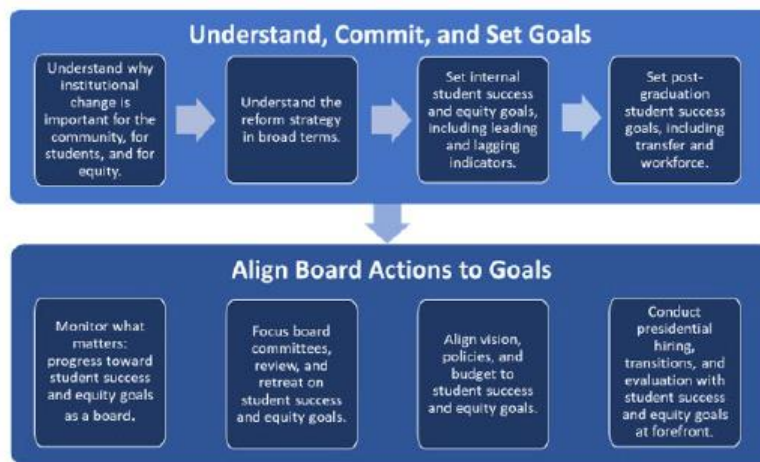
- Institutional effectiveness
- Learning centered institution for student access, retention and success
- Resource management for efficiency, effectiveness, and excellence
- Enhanced and informed governance and leadership

In addition to adopting the Strategic Planning process, the Board adopted its own internal priorities that it will set their work around.

2020-2021 Board Governance Priorities (\*approved July 9, 2020)

A. Trustee fellowship program (\*approved July 9, 2020)

About aligning board actions to goals



B. Continuous training and development

The Board has not done work in this area but the Strategic Planning Committee agreed to:

- Board Relations Training- June and July Dates
- Community Engagement Training- July Dates TBA
- Exposure to future of education/labor market/workforce & economic development trends – Dates TBA/Ongoing

C. Inform local community about district offerings, needs, and issues

- New Chancellor- early task of community engagement to update Mission, Vision & Values

Trustee Prep List for New Chancellor. The three most important things trustees can do.

- Evaluation
- Introduction to community
- Support for development of a transition plan

Next Steps:

- Consider adding a new Strategic Directive to update the Mission, identify a vision and values
  - Agenda item for July 2021
  - Aligned to BP 3225
- Participate in facilitated Board Relations training on June 3, June 29, June 30
  - Establish shared agreements to build a stronger Board/Chancellor governance team
- Invite Community Engagement facilitator to training on June 3, June 29, June 30
  - May help plan timelines for Chancellor introduction to the community
  - May help plan timelines for inviting key partners to engage
- Schedule closed sessions in June and July to formalize first year chancellor evaluation (Board Relations facilitator can facilitate this work)
  - 1st 100 days
  - 6-month benchmarks
  - 1-year benchmarks

Goals for June 3, June 29, June 30

- Reaffirm the goal of having a strategic planning process and actions to create alignment between:
  1. 2020-2021 Board Strategic Directives
  2. SBCCD Vision for Success goals adopted in 2019
  3. Institutional Values
- Strategic directive agenda details for July item- to possibly include additional item of updating the Mission, and identifying a vision and values
- Completed evaluation tool for chancellor for July closed session item
- Specific timelines, topics, and questions for community engagement sessions
- Specific timeline for trustee professional development on the future of education/labor market/ workforce & economic development trends

## Community Engagement Sample Questions

Conduct an *environmental scan* (invite the community to engage with us) to determine:

- ✓ What changes in local business and workforce needs have occurred since the last district strategic plan?
- ✓ Do businesses in our local community have a desire to be globally competitive?
- ✓ What industries do our community and board want to attract to the area?
- ✓ How new industries impact the district's approach to preparing students to be successful?
- ✓ Has there been a change in the demographics of our students?
- ✓ Does our student population mirror the surrounding community?
- ✓ Are there factors influencing the need to update policies (i.e. accountability, legislations, etc.)
- ✓ Is the board equipped to review data and support conditions to develop policies to ensure academic quality and improve student equity, success and completion?

Proposed ideas provided from the August 26, 2020 Board Strategic Planning Meeting.

### Mission:

The San Bernardino Community College District (SBCCD) transforms lives through the education of our students for the benefit of our diverse communities. This is achieved through the District's two colleges (San Bernardino Valley College and Crafton Hills College) and public broadcast system (Empire Network - KVCR FM/TV) by providing high quality, effective and accountable instructional and training programs and services to the students and communities we serve. (Updated 2018)

### Vision:

SBCCD Vision: to be the most influential, respected, student-centered community college district in California.

### Values:

SBCCD Values- communication, integrity, transparency, compassion, respect, inclusion, collaboration, anti-racism, stewardship, and courage.

- V. ANNOUNCEMENT OF CLOSED SESSION ITEMS
  - A. Public Employee Performance Evaluation  
Government Code 54957 (b)(1)  
Title: Chancellor

VI. CONVENE CLOSED SESSION  
2:31pm

VII. RECONVENE PUBLIC MEETING  
4:15pm

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VIII. REPORT OF ACTION IN CLOSED SESSION

None.

IV. ADJOURN

Chair Viricel adjourned the meeting at 4:16 PM.

The next meeting of the Board: Business Meeting, May 13, 2021 at 4pm

Location: <https://cccconfer.zoom.us/j/549366869>

The Board of Directors approved the April 29, 2021, minutes on May 13, 2021.



Gloria Macias Harrison, Clerk  
SBCCD Board of Trustees



Stacey Nikac, Administrative Officer  
SBCCD Office of the Chancellor