

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Meeting Minutes of the Board of Trustees

June 29-30, 2021

9:00 am

MEMBERS PRESENT

Dr. Anne L. Viricel, Chair

Dr. Stephanie Houston, Vice Chair

Gloria Macías Harrison, Clerk

John Longville, Trustee

Frank Reyes, Trustee

Joseph Williams, Trustee

ABSENT

Dr. Donald L. Singer, Trustee

ADMINISTRATORS PRESENT

Jose Torres, Interim Chancellor

Diana Rodriguez, SBVC President

Dr. Kevin Horan, CHC President

Chair Viricel called the meeting to order at 9:00am on June 29, 2021. Trustee Harrison led the pledge of allegiance.

There were no public comments.

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 attending in person as designated for this meeting.

Mitch Hovey, Ed.D. and Dick Bray, San Bernardino County Superintendent of Schools led the Board Retreat Foundations and Strategies for Effective Governance.

1. Welcome and Introductions; Meeting Norms
2. Experiential Meeting Objectives
 - San Bernardino Community College District (SBCCD) Board of Trustees and Leadership Team members will work interdependently with strong interpersonal and team-related skills to learn and grow together as well as discuss and make decisions as one unit
 - Create a shared language around the characteristics of a high-functioning Board of Trustees, Chancellor, and Leadership Team
3. Sharing our 'Why?'

The Board and Leadership team shared their "Why"

Who are we as a governance and leadership team? What do we bring to the table? (Knowing your 'Why?')

- Bring experience, trust, honesty, and future thinking
- Create a great student experience and eliminate the negative student experience
- Solving public policy problems
- We represent the community
- Believing in our students, board, employees, and team to accomplish their dreams
- Skillset helping others understand their "why" and their role in the institution
- Connection to community college system and i
- Contribute to a positive experience for everyone
- Advocate for the voiceless, lead by example, and instill possibilities in students
- Systems change – building the county to where it can be

What is your hope and vision for the SBCCD?

- Open a third campus
- Would like District recognized for its facilities, faculty, and to have policies in place that will endure and provide a foundation to be built upon
- Help students get more satisfaction in life and prepare them for what they are not able to envision
- Help students understand community college
- Uplift the community and change the dialogue through education
- Increase college going rate by giving people the skillset to gain employment
- Lead with intention
- Support our community, infrastructure, and healthy retention of workforce

What is the legacy that you would like to leave as a Trustee, Chancellor, or member of the Leadership team?

- To be known as a trusted member of the board
- Student access to housing, development of region, and be the go-to place for information
- Expanding communication to maintain a public source of news and information
- Work with elected officials for funding for students
- Get students in KVCR
- SBCCD made a difference and I was part of it
- To be known for making a positive impact on individuals and the institution
- Tried to put humanity back into the institution
- Promote and be an advocate for equity
- Put community colleges on the map by creating visibility
- Leave the system in a place where future leaders can launch from

4. Board of Trustees Self-Evaluation - Trustees to individually complete new Board self-evaluation tool on Day #1 with an overview of results to be shared and discussed with the Board of Trustees at a future Board meeting

Leadership Team – Identifying and Understanding Working Styles: CSBA Working Styles Inventory

The Board completed their self-evaluation and the leadership team identified their working styles. Trustee Singer will be sent the evaluation for completion and inclusion in the final Board Self-Evaluation report, which will follow at a later date for full board discussion and goal development.

5. Pre-requisites for Effective Governance

- The Human Factor
- The Leadership Factor
- Culture of Trust
- Speed of Trust (Stephen Covey, 2006)
 - Talk Straight, Demonstrate Respect, Create Transparency, Right Wrongs, Show Loyalty, Deliver Results, Get Better, Confront Reality, Clarify Expectations, Practice Accountability, Listen First, Keep Commitments, and Extend Trust
- Collaborative Working Relationships

Addressing human and leadership factors as well as establishing a culture of trust and collaborative working relations are foundational prerequisites for effective governance.

6. Effective Governance Review – Principles and Procedural Guidelines

- Prerequisites for effective governance
- Powers of the Board of Trustees and Chancellor
- Distinguishing Between Governance and Management
- Role of the Board of Trustees (Governance)
- Role of the Chancellor (Management)
- Illustrating the Roles
- Communication
- Common Courtesy

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

All powers are vested in the Board of Trustees as a body. A Chancellor has no powers except for the power of persuasion and powers the SBCCD policies ascribe to him/her. The Board's role is strategic/fiduciary. It is up to the Chancellor to decide how, when, where, who, and why. The Leadership Team and Managers have operational roles.

Update Evaluation of the Chancellor policy to allow regular review.

Trustee Williams will give monthly reports to the Board from the BOG regarding College Affordability, specifically with free college textbooks.

7. Review, discuss, and commit to a statement of ethics by the Board of Trustees as reflected in SBCCD board handbooks, policies, and procedures

Trustees will review the statement and further discuss on June 30, for Retreat day 2.

Chair Viricel adjourned the meeting on June 29, 2021 at 2:57pm.

Chair Viricel called the meeting to order at 9:07am on June 30, 2021. Trustee Houston led the pledge of allegiance.

Pubic comment was received from Rick Dulock and will be entered into the official minutes of the meeting.

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 attending in person as designated for this meeting.

Mitch Hovey, Ed.D. and Dick Bray, San Bernardino County Superintendent of Schools led day two of the Board Retreat Foundations and Strategies for Effective Governanace.

8. Strategic Planning (Work Session – Day 2)

- Identifying SBCCD Core Values and Developing Core Value Belief Statements
- Review SBCCD Mission Statement and Vision for Success Systemwide Goals
- Attributes of Great, Highly Effective Boards. Reflective thoughts about your focus for being a highly functioning Board?

3-5 year goals:

- Diversify Revenue Streams
 - Balanced Budget
 - Substantially increase relationships between alumni and district
- Advance Access to Address Diversity, Equity, Inclusion, Anti-Racism
 - Promote social and economic mobility for our students and community
 - Reduce Regional Achievement Gaps
- Student Success
 - More effectively use our fcc license broadcast facilities to educate our students
 - Maintain the most non-biased non-commercial use of services for our residents by steadily increasing coverage and reliance on students
- Position SBCCD as a Regional Leader
 - Elevate the Board's visibility
 - Put the right people at the planning table

The Board agreed to:

- Mission Statement: The San Bernardino Community College District (SBCCD) transforms lives through the education and training of students for the benefit and enrichment of our diverse communities.
- Vision Statement: To be the most influential, respected, and student-centered community college district and inspire a college-going culture.

The Board identified Core Values:

- Communication
- Integrity
- Transparency

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

- Compassion
- Respect
- Inclusion/ Anti-Racism
- Collaboration
- Stewardship
- Courage
- Excellence of our Programs
- Access

9. Chancellor Evaluation Process

- Chancellor Evaluation Overview
- Current Chancellor evaluation purpose and process – What works and what does not work?
- Review model CEO evaluation format and structure sample
- Next steps? (Evaluation format and timelines that include both the informal and formal evaluation process)

The Board agreed to:

Closed session November for 90-day evaluation of the chancellor

Timeline to change starting next year and the chancellor to have goals to announce the new year at opening day in August
BP to update to reflect the new chancellor evaluation process

Use old and new name on the agenda

Chancellor will meet with the academic senates regarding the new name of goals “Institutional Goals”

10. Follow-up work to be done with the new Chancellor, Board of Trustees, and Executive Cabinet in future Workshops/Planning Sessions (Fall 2021)

- Review results of the Board of Trustees’ self-evaluation including the raw data, tabulation of results, analysis of the data and recommendations for action (SBCSS Team)
- Establish Board of Trustees’ Development Goals based on the Board self-evaluation results
- Review/Refine/Wordsmith Board of Trustees’ work from Strategic Planning Session—
 - a. Core Values and Belief Statements
 - b. Mission Statement
 - c. Vision for Success–Systemwide Goals

11. Next steps for new Chancellor and Board of Trustees (School Year 2021-22)

- Joint Board of Trustees/Chancellor discussion and decision of Chancellor Evaluation structure and timelines
- Development of Protocols
- Establish Operational Short-Term Goals
- Develop Strategies for Achieving Long-Range and Short-Term Goals
- Present finalized SBCCD Strategic Plan to the Board of Trustees at a future meeting for review and approval
- Present and share SBCCD Strategic Plan to all stakeholders (Board of Trustees, Chancellor, Executive Cabinet, Leadership Team, Staff, and Community)

ADJOURN

The next meeting of the Board: Business Meeting

July 8, 2021 at 4:00pm

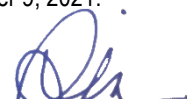
Zoom: <https://cccconfer.zoom.us/j/549366869>

Chair Viricel adjourned the meeting at 1:34pm.

The Board of Trustees approved the June 29 & 30, 2021, minutes on September 9, 2021.



Gloria Macias Harrison, Clerk
SBCCD Board of Trustees



Stacey Nikac, Administrative Officer
SBCCD Office of the Chancellor

Board Retreat Submission – Comments

Richard (Rick) Dulock
Program Manager, KVCR Radio
SBVC Class of 1998

June 29, 2021

It is my understanding that these comments are being read into the record on the second day of your Board Retreat. So, let me begin by expressing my hope that this experience is exceeding expectations and that you are being energized in preparation for the 2021-2022 academic year. Thank you all for your service to SBCCD students, past, present and future.

Please consider the remainder of my comments to be an update on earlier communications with this body about progress at and around KVCR.

I noticed that part of the program on your retreat agenda included the question, “What is the legacy that you would like to leave as a Trustee, Chancellor, or member of the Leadership team?”

This is a question many of us will ask ourselves during a career of service. And while I am simply a hard-working classified member of your staff, I consider myself a leader at your TV and Radio facility. It is my hope that before I step away from my career in public broadcasting, I will be able to say with confidence that the people of the Inland Empire are better off because of my work, and that I correctly represented the institution which provided my opportunity to serve. Similar to your mission to serve students, KVCR endeavors to provide reliable and truthful information to our listening public as well as enriching and fulfilling options for KVCR viewers. Our mission has been executed for more than 60 years with a combination of the work of public broadcasting professionals AND the valuable contributions of SBVC students on the campus we share. To that end, KVCR has initiated monthly meetings with Assistant Professor, Lucas Cuny and A&H Division Dean, Leticia Hector. We are making good progress.

As we organize internship protocols and opportunities for our students through the aforementioned efforts with academic staff, we are also creating specific production opportunities for students which should bolster media resumes. This will include three regular television productions which are now in development and a new radio interview program hosted by SBVC Professor of Music, Margaret Worsley.

As of the writing of these comments, we have not been invited to join a conversation or planning process specific to the transition of KVCR back under SBVC control. We hope that District administrators will follow the wishes of this board and that experienced KVCR staff will be invited the planning process once it is initiated. I believe an inclusive and thorough planning process will ensure a smooth transition with no interruption in the continuity of service our local communities rely upon.

On a final and personal note, I will miss the calm, peaceful leadership style of Alfredo Cruz. He was told recently that his contract will not be renewed for the coming fiscal year. He served us – and you – well.

As Always – Thank you for the opportunity to serve.

Rick Dulock