



**BOARD OF TRUSTEES**  
**Meeting Minutes – March 14, 2024**

Location: San Bernardino Valley College, 701 S. Mt. Vernon Ave., B-100, San Bernardino, CA 92410  
 Livestream: <https://www.youtube.com/@sanbernardinocommunitycoll42/streams>  
 Meeting materials: [www.sbccd.edu/govenda](http://www.sbccd.edu/govenda)

**MEMBERS PRESENT**

Stephanie Houston, Chair  
 Anne Viricel, Vice Chair  
 Joseph Williams, Clerk  
 Nathan Gonzales, Trustee  
 Gloria Macias Harrison, Trustee  
 John Longville, Trustee  
 Frank Reyes, Trustee  
 Michelle Ly, CHC Student Trustee (advisory)  
 Dyami Ruiz-Martinez, SBVC Student Trustee (advisory)

**MEMBERS ABSENT**

**ADMINISTRATORS PRESENT**

Diana Z. Rodriguez, Chancellor  
 Jose Torres, Executive Vice Chancellor  
 Kevin Horan, CHC President  
 Linda Fontanilla, SBVC Interim President  
 Kristina Hannon, VC Human Resources & Police Services  
 Nohemy Ornelas, VC Educational & Student Support Services  
 Angel Rodriguez, Associate Vice Chancellor Government Relations & Strategic Communications

**ADMINISTRATORS ABSENT**

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

Chair Houston called the meeting to order at 4:00 p.m.  
 Trustee Williams led the pledge of allegiance.

Motion: to approve the reorder of business. Shift XI. Reports A. Board Committee & Activity Reports/Regional & State Reports to after item II. Presentations.

Moved by Trustee Williams. Seconded by Trustee Gonzales.

Roll call vote: AYES: Gonzales, Harrison, Longville, Reyes, Williams, Viricel, Houston, Ruiz Martinez (advisory), Ly (advisory)  
 NOES: none  
 ABSTAIN: none  
 ABSENT: none

Motion passed

Motion: to renew motion directing the Chancellor to provide recommendations to sustain Books+  
 Moved by Trustee Williams. Seconded by Trustee Longville.

Roll call vote: AYES: Gonzales, Harrison, Longville, Reyes, Williams, Viricel, Houston, Ruiz Martinez (advisory), Ly (advisory)  
 NOES: none  
 ABSTAIN: none  
 ABSENT: none

Motion passed

**II. PRESENTATIONS**

- A. 2022-2023 CBOC Annual Report to the Community (Don Averill, CBOC Chair & SBCCD Chancellor Emeritus)
- B. KVCR Presentation (Jose Torres, Executive Vice Chancellor)
- C. Dual Enrollment Presentation (Nohemy Ornelas, Vice Chancellor Educational & Student Support Services)

**III. REPORTS**

Brief reports were provided orally. All written reports are uploaded and can be referenced at [www.sbccd.edu/Govenda](http://www.sbccd.edu/Govenda)

- A. Board Committee & Activity Reports
  - 1. Board Finance Committee (BFC) - Trustee Gonzales provided a brief report.

2. Board Legislative Committee (BLC) – Trustee Reyes provided a brief report.
  3. Board Policy & Procedures Ad-Hoc Committee (BPPAC) – Trustee Gonzales provided a brief report.
- B. Regional and State Reports
1. Board of Governors (BOG) – Trustee Williams gave a brief report.
  2. Joint Powers Authority – Trustee Houston gave a brief report.

**IV. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS**

Vivian Marquez	Tony Barber
Bethany Tasaka	Robert McAtee
Kristen Clements	Ela Lara
Byron Stafford	Ricardo Guevara
Eliseo Lara	Frank Zavala
Vanessa De La Rosa	Ellian Hernandez
Jeremy Conley	Julian Aguavo
Brenden Correale	Frankie Lopez
Jaron Colunga	Joseph Moseley
Karen Miranda	Frank Acosta
Jeffrey Granados	Isaac Lozano
Ethan Love Joy	Aumari Sheldon
Acracia Ortez	Maximilliano Salazer
K. Miller	Rose Bilbrew
Juliana Ramirez	Susan Mattson

**V. CLARIFICATION**

Executive Vice Chancellor Jose Torres clarified the Books+ program was originally federally funded and SBCCD directly passed this on to the students. This was approved by the board with the understanding of a timestamp.

Vice Chancellor Hannon clarified that SBCCD offered 4.5% to both part-time and full-time faculty. It was the decision of the SBCCDTA negotiating team to allocated 100% increase to part-time faculty and 0% to full time faculty.

**VI. APPROVAL OF MINUTES**

A. 2024-02-08

Motion: to approve the 2024-02-08 minutes.

Moved by Trustee Williams. Seconded by Trustee Viricel.

Roll call vote: AYES: Gonzales, Harrison, Longville, Reyes, Williams, Viricel, Houston, Ruiz Martinez (advisory), Ly (advisory)  
NOES: none  
ABSTAIN: none  
ABSENT: none

Motion passed

**VII. RECOGNITION/CELEBRATIONS**

A. Applause Cards

The Board recognized applause recipients for extending extra effort to provide quality service and valued assistance.

B. Retirements

Truong Nguyen, Technology Support Technician, SBVC

After 25 years of employment with the District, Truong has submitted a letter of intent to retire, effective April 30, 2024. At Valley College, Truong began his employment with SBCCD as a Computer Technician at the Learning Resource Center, a position he held for the entirety of his professional career.

The commitment and dedication of Truong has shown to the campus and all those she works with is unwavering. The District is truly grateful for the years of service and congratulates on your retirement.

## VIII. ACTION AGENDA

### A. 2024 Early Retirement Incentive Plan – Final Approval

Motion: to approve the 2024 Early Retirement Incentive Plan

Moved by Trustee Harrison. Seconded by Trustee Gonzales.

Roll call vote: AYES: Gonzales, Harrison, Longville, Reyes, Williams, Viricel, Houston, Ruiz Martinez (advisory), Ly (advisory)  
NOES: none  
ABSTAIN: none  
ABSENT: none

Motion passed

### B. 2024 CCCT Board Election

Motion: to approve the following CCCT Board Nomination vote:

Nan Gomez-Heitzberg, Kern CCD  
Hortencia Armendariz, Imperial CCD  
Barbara Calhoun, Compton CCD  
Yvette Davis, Glendale CCD  
Greg Pensa, Allan Hancock CCD  
Bernardo Perez, Ventura County CCD  
Deborah Ikeda, State Center CCD

Moved by Trustee Williams. Seconded by Trustee Viricel.

Roll call vote: AYES: Gonzales, Harrison, Longville, Reyes, Williams, Viricel, Houston, Ruiz Martinez (advisory), Ly (advisory)  
NOES: none  
ABSTAIN: none  
ABSENT: none

Motion passed

## IX. CONSENT AGENDA

- A. Curriculum – CHC
- B. Curriculum - SBVC
- C. Human Resources
  - 1. Adjunct and Substitute Academic Employees
  - 2. Appointment of District Employees
  - 3. Appointment of Interim Managers
  - 4. Appointment of Temporary Academic Employees
  - 5. Classification Advancement for Academic Employees
  - 6. Contracts for Tenure Track Academic Employees
  - 7. Employee Promotions

8. Granting Tenure
9. Management Job Description
10. MOUs between SBCCD and CSEA - Article 7 Pay and Allowances
11. Non-Instructional Pay
12. Payment of Stipends
13. Revise Rates of Pay for Professional Expert and Short-Term Employees

D. Business & Fiscal Services

1. Alcoholic Beverages
2. Award RFP 2024-01 and Contract to Lion Tree Service of Perris, CA
3. Conference Requests
4. Contracts at or Above \$114,500
5. District and College Expenses
6. Guiding Principles for the \$15 Million State Grant to KVCR

E. Facilities

1. Acquisition of Real Property Identified as "Lenaker"
2. Master Services Agreements and Task Orders for Bond Construction

Trustee Williams pulled Consent Agenda Item B.10 MOU between SBCCD and the CSEA - article pay and allowances.

Motion: to approve the consent agenda except item B.10 MOU between SBCCD and the CSEA – article pay and allowances.

Moved by Trustee Williams. Seconded by Trustee Longville.

Roll call vote: AYES: Gonzales, Harrison, Longville, Reyes, Williams, Viricel, Houston, Ruiz Martinez (advisory), Ly (advisory)  
NOES: none  
ABSTAIN: none  
ABSENT: none

Motion passed

Motion: to approve the Consent Agenda Item B.10 MOU between SBCCD and the CSEA – article pay and allowances.

Discussion: Vice Chancellor Hannon clarified that this item memorializes the CSEA previous pay increase.

Moved by Trustee Williams. Seconded by Trustee Gonzales.

Roll call vote: AYES: Gonzales, Harrison, Longville, Reyes, Williams, Viricel, Houston, Ruiz Martinez (advisory), Ly (advisory)  
NOES: none  
ABSTAIN: none  
ABSENT: none

Motion passed

X. **REPORTS**

Brief reports were provided orally. All written reports are uploaded and can be referenced at [www.sbccd.edu/Govenda](http://www.sbccd.edu/Govenda)

- A. Chancellor's Report -
  1. Goal 3 Status Report - Chancellor Rodriguez provided a brief report.
- B. Represented Groups

1. Crafton Hills College Academic Senate – No report.
  2. Crafton Hills College Classified Senate – Karen Peterson provided a brief report.
  3. Crafton Hills College Associated Students – Jairo-Nhel B. De Vera provided a brief report and a written report was provided.
  4. San Bernardino Valley College Academic Senate – Davena Burns Peters provided a brief report.
  5. San Bernardino Valley College Classified Senate – No report.
  6. San Bernardino Valley College Associated Students – No report.
  7. CSEA – Ernest Guillen provided a brief report.
  8. CTA – No report.
  9. Police Officers Association - No report.
- C. Staff Reports
1. San Bernardino Valley College President – Interim President Fontanilla provided a brief report.
  2. Crafton Hills College President – President Horan provided a report.
  3. Executive Vice Chancellor – No report.
  4. Vice Chancellor of Human Resources & Police Services – Vice Chancellor Hannon provided a brief report.
  5. Vice Chancellor of Educational & Student Support Services – No report.

**IX. INFORMATION ITEMS**

- a. Board Master Action Planning Calendar
- b. Board Policies for First Reading – Trustee Williams requested BP 2430 be reviewed again at the Board Policy & Procedures Ad Hoc Committee
- c. Budget Revenue & Expenditure Summary
- d. Construction Change Orders and Amendments - Non-Bond
- e. Contracts Below \$114,500
- f. Districtwide Grant Submission Update
- g. Equal Employment Opportunity Plan
- h. General Fund Cash Flow Analysis
- i. MOUs between SBCCD and the CSEA
- j. Professional Expert Short-Term and Substitute Employees
- k. Purchase Order Report
- l. Resignations
- m. Quarterly Financial Status Report
- n. Quarterly Investment & Deposit Report
- o. Volunteers

**X. ANNOUNCEMENT OF CLOSED SESSION ITEMS**

- A. Conference with Labor Negotiators  
Government Code 54957.6  
Agency Representatives: Diana Rodriguez and Kristina Hannon  
Non-Represented Groups: CSEA, CTA, POA,  
Management/Supervisors, and Confidential Employees
- B. Public Employee Discipline/Dismissal/Release/Non Re-Employment  
Government Code 54957  
Number of cases: 4
- C. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Subdivision (d)(2) and  
(e) of Government Code Section 54956.9  
Number of cases: 1
- D. Conference with Legal Counsel – Existing Litigation  
Government Code 54956.9(e)(3) or (d)(1)  
Number of cases: 2

- E. Public Employee Performance Evaluation  
Government Code Section 54957(b)(1)  
Title: Chancellor

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

None

**XII. CONVENE CLOSED SESSION**

The Board convened to closed session at 6:55 p.m.

**XIII. RECONVENE PUBLIC MEETING**

Chair Houston reconvened the public meeting at 8:51 p.m.

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

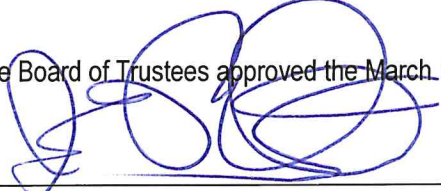
- On March 14, 2024, the Board Unanimously/by majority vote with board members 6 and 0 voting against with Trustee Reyes being absent, took action in closed session to approve the termination of employee #27632 as Part-Time Faculty effective March 15, 2024.
- On March 14, 2024, the Board Unanimously/by majority vote with board members 6 and 0 voting against, took action in closed session, the Board took action to approve the immediate suspension without pay and recommended dismissal of a tenured faculty employee, identified as employee #23747, pursuant to Education Code sections 87671, 87732, and 87735 and directed the Chancellor or designee to send out appropriate legal notices.
- On March 14, 2024, the Board Unanimously/by majority vote with board members 6 and 0 voting against with Trustee Reyes being absent took action in closed session to approve the release of probationary #32087 as Grant Technician effective March 15, 2024.
- On March 14, 2024, the Board Unanimously/by majority vote with board members 6 and 0 voting against with Trustee Reyes absent, took action in closed session to approve the settlement of Workers Comp Claim #604296 with employee #164.

**XV. ADJOURNMENT**

The next meeting of the Board: Strategy Session  
April 11, 2024, at 4:00 PM  
Crafton Hills College

The chair adjourned the meeting at 8:54 p.m.

The Board of Trustees approved the March 14, 2024, minutes on 4/11/2024.

  
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Joseph R. Williams, Clerk  
SBCCD Board of Trustees

  
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Heather Ford, Senior Executive Administrative Assistant  
SBCCD Office of the Chancellor