



BOARD OF TRUSTEES Meeting Minutes – May 9, 2024

Location: San Bernardino Community College District Boardroom, 550 E. Hospitality Ln., Ste 200, San Bernardino, CA 92408
Livestream: <https://www.youtube.com/@sanbernardinocommunitycoll42/streams>
Meeting materials: www.sbccd.edu/govenda

MEMBERS PRESENT

Stephanie Houston, Chair
Anne Viricel, Vice Chair
Joseph Williams, Clerk
Nathan Gonzales, Trustee
Gloria Macías 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 Harrison led the pledge of allegiance.

II. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

Danielle Graham
Ernest Guillen
Frank Acoste
Ela Lara
Eliseo Lara

III. CLARIFICATION

Vice Chancellor Hannon clarified the Board is not receiving a salary raise.
Executive Vice Chancellor Torres clarified the trustees' salary is \$441/month.

Executive Vice Chancellor Torres clarified Books+ provided information at a Board Strategy Session, Academic Senate, Classified Senate, Student Senates. SBCCD had one time funding that was provided for the Books+ program. SBCCD was able to negotiate a price decrease on books after the summer. SBCCD has agreed to continue Books+ through summer. Trustee Williams requested we enhance communication to students regarding Books+ and the solution going forward.

IV. APPROVAL OF MINUTES

A. 03-28-2024 and 04-11-2024

Motion: to approve the 03-28-2024 minutes and 04-11-2024 with the correction of the date of March 14, 2024 on the March 28, 2024 meeting minutes.

Moved by Trustee Harrison. Seconded by Trustee Gonzales.

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

Motion passed

V. RECOGNITION/CELEBRATIONS

A. Applause Cards

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

B. Recognition of Outgoing Student Trustees

The Board recognized the student trustees for serving the students of SBCCD.

C. Retirements

- Chavira, Rejoice, Counselor

After 25 years of service with the District, Rejoice has submitted a letter of intent to retire, effective December 31, 2024. Rejoice began her employment with SBCCD as a Coordinator, EOPS at CHC and finalized her career as a Counselor.

- Evans-Perry, Virginia, Public Services Librarian

After 22.5 years of service with the District, Virginia has submitted a letter of intent to retire, effective June 14, 2024. Virginia began her employment with SBCCD as a Librarian, a position she held for the entirety of her professional career.

- Ferri-Milligan, Paula, Professor, English

After 42.5 years of service with the District, Paula has submitted a letter of intent to retire, effective December 31, 2024. Paula began her employment with SBCCD as a Faculty Development Specialist, later advancing to become an English, Professor, a position she held for the remainder of her professional career.

- Gallagher, Debra, Executive Administrative Assistant President's Office

After 22 years of service with the District, Debra has submitted a letter of intent to retire, effective August 30, 2024. Debra began her employment with SBCCD as a Clerical Assistant, later advancing to the Executive Administrative Assistant, President Office, a position she held for the remainder of her professional career.

- Gimple, Tina, Administrative Coordinator

After 30 years of service with the District, Tina has submitted a letter of intent to retire, effective June 30, 2024. Tina began her employment with SBCCD as a Job Placement Specialist at CHC, then moved on to become an Administrative Coordinator in the Administrative Services Department where she remained for the rest of her professional career.

- Gonzalez, Moises, Custodian

After 21 years of service with the District, Moises has submitted a letter of intent to retire, effective June 28, 2024. Moises began his employment with SBCCD within the custodial department, where he remained for the entirety of his professional career.

- Goodrich, Kelly, Senior Executive Administrative Assistant

After 15 years of service with the District, Kelly has submitted a letter of intent to retire, effective December 30, 2024. Kelly began her employment with SBCCD as an Administrative Assistant I at the Facilities Department and was a Senior Executive Administrative Assistant at the Fiscal Services Department at the time of her retirement.

- Greyraven, Cynthia, Professor, Biology

After 32 years of service with the District, Cynthia has submitted a letter of intent to retire, effective May 31, 2024. Cynthia began her employment with SBCCD as a Biology Instructor at SBVC and later transferred over to CHC where she remained for the rest of her professional career.

- Hastings, Ronald, Director, Library & Learning

After 10.5 years of service with the District, Ronald has submitted a letter of intent to retire, effective December 31, 2024. Ronald began his employment with SBCCD as the Director, Library Services a position he held for the entirety of his professional career.

- Hernandez, Anita, Job Developer

After 12 years of classified contract service with the District, Anita has submitted a letter of intent to retire, effective December 31, 2024. Anita began her employment with SBCCD as a Job Developer, a position she held for the entirety of her professional career.

- Holoman, Yolanda, Child Development Assistant

After 21 years of service with the District, Yolanda has submitted a letter of intent to retire, effective June 28, 2024. Yolanda began her employment with SBCCD as a Child Development Assistant at the Child Development Center, a position she held for the entirety of her professional career.

- Hunter, Diane, Professor, English

After 26 years of service with the District, Diane has submitted a letter of intent to retire, effective June 30, 2024. Diane began her employment with SBCCD as an English Professor, a position she held for the entirety of her professional career.

- Im, Sophin, Admissions & Records Evaluator

After 22 years of service with the District, Sophin has submitted a letter of intent to retire, effective June 30, 2024. Sophin began his employment with SBCCD as an Admissions & Records Clerk, later advancing to become an Admissions & Records Evaluator, a position he held for the remainder of his professional career.

- Jackson, Alvin, Chief of Police

After 6.5 years of service with the District, Chief Jackson has submitted a letter of intent to retire, effective June 30, 2024. Chief Jackson began his employment with SBCCD as the Chief of Police at the Police Department, a position he held for the entirety of his professional career.

- Jenkins, Robert, Director, Facilities Maintenance & Operations

After 9 years of service with the District, Robert has submitted a letter of intent to retire, effective June 30, 2024. Robert began his employment with SBCCD as the Director, Facilities, Maintenance and Operations, a position he held for the entirety of his professional career.

- Johle, Christina, Child Development Teacher

After 23 years of service with the District, Christina has submitted a letter of intent to retire, effective July 12, 2024. Christina began her employment with SBCCD as a Child Development Specialist at CHC, then became a Child Development Teacher where she remained for the rest of her professional career.

- Mendez, Anna, Printing & Graphic Services Supervisor

After 7 years of service with the District, Anna has submitted a letter of intent to retire, effective October 2, 2024. Anna began her employment with SBCCD as the Printing & Graphic Services Supervisor at the Graphic and Printing Services Department, a position she held for the entirety of her professional career.

- Molina, Linda, Admissions & Records Evaluator

After 44 years of service with the District, Linda has submitted a letter of intent to retire, effective August 30, 2024. Linda began her employment with SBCCD as an Admissions & Records Clerk, later advancing to become an Admissions & Records Evaluator, a position she held for the remainder of her professional career.

- Moreno, Dolores, Professor, English

After 33 years of service with the District, Dolores has submitted a letter of intent to retire, effective June 30, 2024. Dolores began her employment with SBCCD as an English Professor a position she held for the entirety of her professional career.

- Nichols, Barbara, Project Analyst

After 26 years of service with the District, Barbara has submitted a letter of intent to retire, effective June 30, 2024. Barbara began her employment with SBCCD as an Administrative Secretary, later becoming a Project Analyst, the position she held for the remainder of her professional career.

- Obra, Violeta, Professor, Nursing

After 24 years of service with the District, Violeta has submitted a letter of intent to retire, effective June 30, 2024. Violeta began her employment with SBCCD as a Nursing Professor, a position she held for the entirety of her professional career.

- Rodriguez, Cruz, Bonnie, Administrative Assistant II

After 29.5 years of service with the District, Bonnie has submitted a letter of intent to retire, effective December 30, 2024. Bonnie began her employment with SBCCD as a Child Development Specialist at the Child Development Center, later advancing to an Administrative Assistant II, a position she held for the remainder of her professional career.

- Sandy, Hannah, Coordinator, Health Services

After 13 years of service with the District, Hannah has submitted a letter of intent to retire, effective June 30, 2024. Hannah began her employment with SBCCD as a Coordinator, Health Services at CHC where she remained for the entirety of her professional career.

- Sanford, Renee, Laboratory Technician II- Microbiology

After 15 years of service with the District, Renee has submitted a letter of intent to retire, effective August 1, 2024. Renee began her employment with SBCCD as a Laboratory Technician, Science at CHC, finalizing her career as a Laboratory Technician II within the Biology department.

- Smith, David, Professor, Mathematics

After 15 years of service with the District, David has submitted a letter of intent to retire, effective June 28, 2024. David began his employment with SBCCD as a Mathematics Professor, a position he held for the entirety of his professional career.

- Starnard, Evan, Counselor

After 17 years of service with the District, Evan has submitted a letter of intent to retire, effective June 30, 2024. Evan began his employment with SBCCD as a Counselor where he remained for the entirety of his professional career.

- Strong, Lawrence, Director of Fiscal Services

After 10 years of service with the District, Lawrence has submitted a letter of intent to retire, effective June 24, 2025. Lawrence began his employment with SBCCD as a Director of Internal Audits at the Fiscal Services Department and was a Director of Fiscal Services at the Fiscal Services Department at the time of his retirement.

- Torres, Frances, Child Development Teacher

After 39 years of service with the District, Frances has submitted a letter of intent to retire, effective June 29, 2024. Frances began her employment with SBCCD as an Assistant Teacher at the Child Development Center, later becoming a Teacher the position she held for the remainder of her professional career.

- Valderrama, John, Maintenance Technician

After 5 years of service with the District, John has submitted a letter of intent to retire, effective June 28, 2024. John began his employment with SBCCD as a Maintenance Technician a position he held for the entirety of his professional career.

- Wall, Patricia, Reference Librarian

After 39 years of service with the District, Patricia has submitted a letter of intent to retire, effective June 28, 2024. Patricia began her employment with SBCCD as a Division Secretary in the Library, later becoming a Librarian, the position she held for the remainder of her professional career.

- Walter, DyAnn, Systems Analyst

After 51 years of service with the District, DyAnn has submitted a letter of intent to retire, effective June 30, 2024. DyAnn began her employment with SBCCD as a Data Control Clerk at the District Data Center Department and was a Systems Analyst at the TESS Department at the time of her retirement.

The commitment and dedication these individuals have shown to student success is unwavering. The District is truly grateful for the years of service and congratulates on your retirement.

VI. ACTION AGENDA

A. Board Policies for Final Approval

Motion: to approve board policies for final approval

Moved by Trustee Harrison. Seconded by Trustee Viricel.

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

Motion passed

B. Executive Leadership Salary Schedule

Chancellor Rodriguez pulled this item for a future meeting of the board.

VII. CONSENT AGENDA

A. Curriculum – CHC

B. 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. Classified Advancement for Academic Employees
6. Employee Promotions
7. Management Tuition Reimbursement
8. Non-Instructional Pay
9. Payment of Stipends

C. Business & Fiscal Services

1. Board Self-Evaluation Instrument
2. Conference Requests
3. Contracts at or Above \$114,500
4. District and College Expenses
5. Individual Memberships
6. Surplus Property and Authorization for Private Sale or Disposal

D. Facilities

1. Award RFQP#03-2324-08 and Contract for San Bernardino Workforce Development Center Project
2. Master Services Agreements and Task Orders for Bond Construction

Chancellor Rodriguez pulled Consent Agenda Item VII.B.2 Appointment of District Employees

Trustee Williams pulled VII. D.1 Award RFQP#03-2324-08 and Contract for San Bernardino Workforce Development Center Project

Motion: to approve the consent agenda except item VII.B.2 Appointment of District Employees and VII.D.1 Award RFQP#03-2324-08 and Contract for San Bernardino Workforce Development Center Project.

Moved by Trustee Gonzales. Seconded by Trustee Longville.

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

Motion passed

Motion: to approve the Consent Agenda Item VII.B.2 Appointment of District Employees

Discussion: Chancellor Rodriguez introduced proposed new president of San Bernardino Valley College, Dr. Gilbert Contreras.

Moved by Trustee Harrison. Seconded by Trustee Williams.

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

Motion passed

Motion: to approve VII. D.1 Award RFQP#03-2324-08 and Contract for San Bernardino Workforce Development Center Project

Moved by Trustee Williams. Seconded by Trustee Gonzales.

Discussion: Trustee Williams would like an update on the center at future communications.

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

Motion passed

VIII. REPORTS

Brief reports were provided orally. All written reports are uploaded and can be referenced at 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) – No 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.
- C. Chancellor's Report -
1. Goal 3 Status Report –Chancellor Rodriguez provided a brief report.
- D. Represented Groups
1. Crafton Hills College Academic Senate –Meredyth McLaren provided a brief report and a written report was provided.
 2. Crafton Hills College Classified Senate – Karen Peterson provided a brief report.
 3. Crafton Hills College Associated Students – Hadi Natour provided a brief report and a written report was provided.
 4. San Bernardino Valley College Academic Senate – No report.
 5. San Bernardino Valley College Classified Senate – No report.
 6. San Bernardino Valley College Associated Students – Nelva Ruiz Martinez provided a brief report and introduced the aeronautics club.
 7. CSEA –Ernest Guillen provided a brief report.
 8. CTA – No report.
 9. Police Officers Association - No report.
- E. 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 – Vice Chancellor Ornelas provided a brief report.

IX. INFORMATION ITEMS

- A. Board Master Action Planning Calendar
- B. Board Policies for First Reading
- C. Budget Revenue & Expenditure Summary
- D. CCFS-320 Apportionment Attendance Report for FY 2024 Period 2
- E. Contracts Below \$114,500
- F. Construction Change Orders and Amendments – Bond Program
- G. Districtwide Grant Submission Update
- 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. 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: 1
- 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: 1
- 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 5:43 p.m.

XIII. RECONVENE PUBLIC MEETING

Chair Houston reconvened the public meeting at 8:02 p.m.

XIV. REPORT OF ACTION IN CLOSED SESSION

No action.

XV. ADJOURNMENT

The next meeting of the Board: Strategy Session

May 23, 2024, at 4:00 PM

SBCCD Boardroom, 550 E. Hospitality Ln., Suite 200, San Bernardino, CA

The chair adjourned the meeting at 8:02 p.m.

The Board of Trustees approved the May 9, 2024, minutes on June 13, 2024.


Joseph R. Williams, Clerk
SBCCD Board of Trustees


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