



## BOARD OF TRUSTEES

### Meeting Minutes – May 23, 2024

Location: San Bernardino Community College District, 550 E. Hospitality Ln., Ste. 200, San Bernardino, CA 92408

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  
Nathan Gonzales, Trustee  
Gloria Macias Harrison, Trustee  
John Longville, Trustee (arrived at 4:22 p.m.)  
Frank Reyes, Trustee  
Dyami Ruiz-Martinez, SBVC Student Trustee (advisory)

#### ADMINISTRATORS PRESENT

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

#### MEMBERS ABSENT

Joseph Williams, Clerk  
Michelle Ly, CHC Student Trustee (advisory)

#### ADMINISTRATORS ABSENT

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

Chair Houston called the meeting to order at 4:00 p.m.  
Trustee Gonzales led the Pledge of Allegiance.

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

None

### III. ACTION AGENDA

#### A. Accept Resignation and Fill Trustee Vacancy by Provisional Appointment

Motion: to accept the resignation and fill vacancy by provisional appointment with the amended resignation date to June 30, 2024, and the amended timeline (revisions is red):

- May 20, 2024, change to **May 23, 2024**, Received trustee's letter of resignation
- May 28, 2024, Notify the San Bernardino County Superintendent of Schools of board vacancy and intent to fill vacancy by provisional appointment.
- May 31, 2024, Public Notice is published to call for applications by June 26, 2024. The notice shall be published in the local newspaper pursuant to Government Code 6061 and posted in at least three public places within the district. (Education Code 5092). The notice will contain links to information about the District and the Board and include the candidate information sheet to be completed and returned by June 19, 2024, change to **June 26, 2024**
- June 19, 2024, change to **June 26, 2024**, All applications for appointment are due.
- June 20, 2024, change to **June 27, 2024**, Board Executive Members and Chancellor screen applications for eligibility and approve/develop interview questions.
- June 27, 2024, change to **July 1, 2024**, Notification to qualified applicants of Board interview date, time, and location.
- July 11, 2024, The Board interviews candidates and takes action to approve provisional appointment based on majority vote.
- July 12, 2024, press releases are distributed to media, social media, and websites.
- August 8, 2024, New Board Member is sworn-in and introduced.

Moved by Trustee Viricel. Seconded by Trustee Gonzales.

Electronic vote:

AYES: Ruiz Martinez (advisory), Gonzales, Harrison, Viricel, Houston

NOES: none

2. No Increase in Object Codes 4000's – 6000's

Due to the 1.07% COLA, prioritizing wages, step and column increases, and increased costs in employee benefits, it is necessary to maintain other expenses at the same level as Fiscal Year 2023-24.

3. Maintain Competitive Employee Health Benefits

SBCCD will continue to offer one cost-free benefit plan to eligible employees to maintain competitive health benefits.

4. Soft Hiring Freeze

As part of the early retirement incentive plan, all vacancies will require Chancellor's Cabinet approval. Recruitment will be limited to essential positions only.

5. When Appropriate, Eliminate Low-Enrolled Classes

We will evaluate low-enrolled classes and optimize class offerings as part of our enrollment management strategies. Classes needed to meet graduation requirements will continue to be offered.

6. Reduction of Reassign Time

Reassign time will be evaluated and modified to ensure it is focused on student success and/or student enrollment.

7. Use of Commercial Property Income

Commercial property income will be used as needed to balance the budget or meet the two-month reserve requirement.

8. Use of OPEB Trust Funds

Up to \$2 million from the Other Post Employment Benefits, or OPEB, trust will be utilized as necessary to balance the budget or meet the two-month reserve requirement.

9. Reduction of Reserve Requirement

If necessary, SBCCD staff will propose Board approval of the usage of reserves to balance the budget.

Discussion: Unrestricted General Fund: only includes step and column increase. Does not include any negotiated salary increases.

**X. ADJOURNMENT**

The next meeting of the Board: Board Business Meeting

June 13, 2024, at 4:00 PM


SBCCD Boardroom

550 E. Hospitality Ln., Ste 200

San Bernardino, CA 92408

The vice chair adjourned the meeting at 4:36 p.m.

The Board of Trustees approved the May 23, 2024, minutes on June 13, 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