



BOARD OF TRUSTEES Meeting Minutes – June 24, 2024

Location: Sterling Natural Resource Center, 25318 5th Street, San Bernardino, CA 92410
Meeting materials: www.sbccd.edu/govenda

MEMBERS PRESENT

Stephanie Houston, Chair
Joseph Williams, Clerk
Nathan Gonzales, Trustee
Gloria Macias Harrison, Trustee
John Longville, Trustee
Frank Reyes, Trustee
Hadi Natour, CHC Student Trustee (advisory)
Nelva Ruiz-Martinez, SBVC Student Trustee (advisory)

MEMBERS ABSENT

Anne Viricel, Vice Chair

ADMINISTRATORS PRESENT

Diana Z. Rodriguez, Chancellor
Jose Torres, Executive Vice Chancellor
Linda Fontanilla, SBVC Interim President
Kristina Hannon, VC Human Resources & Police Services
Delmy Spencer, CHC Vice President
Angel Rodriguez, Associate Vice Chancellor Government Relations & Strategic Communications

ADMINISTRATORS ABSENT

Kevin Horan, CHC President

I. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Chair Houston called the meeting to order at 8:30 a.m.
President Contreras led the pledge of allegiance.

II. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

None

III. BOARD SELF-EVALUATION

The Board of Trustees conducted the electronic board self-evaluation. The results will be presented tomorrow.

IV. YEAR-END REVIEW OF STRATEGIC GOALS/GOALS FOR 2024-2025

Chancellor Rodriguez reviewed the Strategic Plan Progress Report Executive Summary 2024.

- 27,229 Annual Students Served
- 22 cities and communities served
- 4,290 degrees and certificates awarded
- \$11.2 million public and private grants received
- 322 academic programs offered
- \$60,241,592 student financial aid offered

Executive Vice Chancellor Torres clarified the size categories of colleges. Less than 10,000 students is small size college, 10,000 – 20,000 students is a mid-size college, 20,000+ students is a large size college.

SBCCD's alignment with Vision 2030 (The California Community Colleges Chancellor's Office).

Chancellor Rodriguez reviewed the four SBCCD's goals, strategic directions, and key results.

Dual Enrollment Discussion: Trustee Williams asked the board to provide people from the community college side to sit on specific committees that support dual enrollment. He recommended prioritizing dual enrollment as a board. It was recommended dual enrollment be a Strategy Session topic.

Signed MOU with SB County and CSUSB Discussion: This could fall under all four goals, but it ultimately reduced the cost for students in terms of housing, food, access, etc. Trustee Harrison recommended this should fall under a different goal and not fiscal responsibility. Trustee Gonzales recommended this as more appropriately placed under Goal 1. Trustee Williams recommended this as more appropriately placed under Goal 3.

Challenges Discussion: Enrollment, apprenticeship programs, technology, budget.

Deferred maintenance: Discussion: the \$5 million for deferred maintenance is for specific projects only. Once this money is spent on the specific projects, the budget for deferred maintenance is very trivial. Executive Vice Chancellor Torres commented that we are generating revenue.

\$13.1 million – the district created a well round fundraising strategy. Change the word fundraising.

Apprenticeship program: Discussion: SBCCD has been working in the direction of increasing our apprenticeship programs. SBCCD has been awarded \$100,000 by the State Chancellor's Office to manage apprenticeship programs. SBCCD has been awarded \$1.8 million to support the expansion of apprenticeships program. Trustee Williams recommended we be clear of the industry sector behind the apprenticeship programs, what specific employers are, and their hiring rate. Vice Chancellor Ornelas commented that we are conducting a gap analysis.

Evening classes - creating programs for other nontraditional students: Discussion: Evening classes have increased because that is what the students requested. The campuses have started the conversation regarding offering weekend courses.

Discussion on 2024-2025 Goals: Maintain/codify the current goals, revise the action plan as needed to accomplish goals.

Motion: to continue with the current goals 1 – 4 through 2027.

Moved by Trustee Williams. Seconded by Trustee Harrison.

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

Motion passed

V. BOARD APPOINTMENT DISCUSSION AND TRAINING

Attorney Bill Diedrich presented and confirmed that trustees do not have to put their name on any kind of tally sheet.

1. Forced ranking –Commonly used for interviews for employees. Effective with a lengthy list.
2. Score Sheet – Each trustee gives a candidate a ranking of 1–10. The top two, highest vote getters will be voted on by trustees for appointment
3. Hybrid – Gives the opportunity to ask one more question to the top two candidates.

Trustee Longville recommended tallying up votes, and the one with the least points gets eliminated, etc.

Trustee Gonzales recommended the forced ranking option seems viable.

Trustee Houston recommended ranking 1-5 and at the end of that round, the worse scored candidate gets eliminated. Then rank again, and the worse score gets eliminated. Rank again, the worse score gets eliminated, etc. Until the final two. The motion will be conducted at the end. Attorney Diedrich recommended this and to have open discussion after each round. Lowest vote, eliminate bottom two first. "Considering the student trustee advisory vote, the two top candidates are...". Then the board will entertain a motion and open a "discussion on either candidate ___name and ___name". 5 or more candidates, eliminate two at a

time. Attorney Diedrich to work with Trustee Houston on the script/operating agenda.

VI. BOARD FINANCE COMMITTEE

Trustee Gonzales presented the year in review for the Board Finance Committee. Trustee Williams recommended that BFC focuses on giving short updates on bonds and taxes to the affected/participating communities. Trustee Williams requested a study on the public enterprise model. Arizona State president has agreed to be a resource for SBCCD. Trustee Houston recommended follow up and follow through with the Institute for the Future training. Trustee Houston recommended promoting future-ready and how to promote that and get that information out. How does SBCCD rating compare to the state's rating.

VII. LUNCH AND LEGISLATIVE CONVERSATIONS

- A. JPA Regional Fire Training Center – Trustee Houston presented. Serving over 3050 personnel from over 75 airports since 2018. Serving locally, nationally, and internationally. Types of training; 40 hours, classroom and hands on, FAA recognized. Recurring training: annual burns, Canada Part 343. Trustee Longville commented that the training adds substantial total value to the airport. SBCCD generates \$0 but is a resource. It cannot be Pro Board Certified due to outdated equipment/facilities. CHC is represented on the board. All training, teaching, facilities, etc. must be located at an airport. Trustee Williams asked for an outline of funding opportunity for SBCCD. Trustee Houston commented that if we don't upgrade our facilities/equipment we have the potential to lose the training center in its entirety within five years. Trustee Williams requested what SBCCD's current investment, hard dollars, as being part of this JPA. In addition, how are our students benefiting from the JPA. Trustee Houston clarified the green dollars include in-kind support/contributions. Trustee Williams requested the revenue opportunity to benefit our students. Trustee Houston recommended the facility is under utilized by SBCCD, example is FAA certified drone training. Chancellor Rodriguez commented that SBVC will be imploring a partnership to produce internships. Trustee Reyes requested a meeting with Mike Burrows, San Bernardino International Airport, Chancellor Rodriguez, and Trustee Houston regarding renewing the lease and other opportunities. Trustee Williams recommended including the conversation of funding opportunities. The ask is for \$10 million with funding that originally would go to the Del Rosa building and the repayment of the JPA loan to SBCCD. Any funding from FAA will go to the airport authority and not the JPA and not directly to SBCCD.

VIII. WORKPLACE VIOLENCE PLAN CONVERSATION

Vice Chancellor Hannon and Director Tiffany Guerero presented. The Workplace Violence Plan is mandated by the state for employers of 50 employees or more. All SBCCD employees, including managers, will have training and instruction on general and job-specific WV practices. These sessions could involve presentations, discussions, and practical exercises. The communication system is designed to facilitate a continuous flow of WV prevention information between management and employees in a form that is readily understandable by all employees.

- New employee orientation will include WV prevention policies and procedures.
- WV prevention training programs.
- Regularly scheduled meetings and/or SBCCD-wide communications that address security issues and potential WV hazards.
- Effective communication between employees and managers about WV prevention and violence concerns. This will be accomplished through management training to incorporate violence concerns into regular employee counseling sessions.
- Posted and/or distributed WV prevention information will be available.
- Employees may report WV incidents, hazards, or concerns through the methods outlined in the "REPORTING" section of the WVPP. They may do so anonymously if they choose, and they may do so without fear of reprisal.
- Employees will not be prevented from accessing their mobile or other communication devices to seek emergency assistance, assess the safety of a situation, or communicate with a person to verify their safety. Employees' concerns will be investigated promptly. They will be informed of the results of the investigation and any corrective action(s) to be taken.
- Employees involved in an incident will be notified via SBCCD email with a summary of the results of the investigation and any corrective action(s) taken. They will also be informed how they can obtain a copy of the completed LOG. When appropriate, the Program Administrator or their Designee will meet with specific groups of employees or departments to debrief an incident.

HR is anticipating an influx of complaints and is allocating appropriate staffing, but additional assistance may be required. The Workplace Violence Plan will be going for board approval in July. The board agreed that no further presentation at the July board meeting is required.

IX. GENERATIONS IN THE WORKPLACE AND IN THE CLASSROOM

Vice Chancellor Hannon presented. The medium student age is Gen Z. The medium classified professional average age is Millennials. The medium managers and faculty are Generation X. The medium executive team is Gen X. The medium trustees average age is Baby Boomers.

Group activity #1 – The Power of Communication

Group activity #2 – Lessons in Language

Group activity #3 – The Slang Game

X. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- A. Conference with Legal Counsel – Existing Litigation
Government Code 54956.9(e)(3) or (d)(1)
Number of cases: 1

XI. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

XII. CONVENE CLOSED SESSION

The Board convened to closed session at 3:40 p.m.

XIII. RECONVENE PUBLIC MEETING

Chair Houston reconvened the public meeting at 4:37 p.m.

XIV. REPORT OF ACTION IN CLOSED SESSION

None

XV. ADJOURNMENT

The next meeting of the Board: Two-Day Board Retreat
June 25, 2024, at 8:00 a.m. – 5:00 p.m.
East Valley Water District
Sterling Natural Resource Center
25318 5th Street
San Bernardino, CA 92410

The chair adjourned the meeting at 4:37 p.m.

The Board of Trustees approved the June 24, 2024, minutes on July 11, 2024.



Joseph R. Williams, Clerk
SBCCD Board of Trustees



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