

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
114 S. Del Rosa Drive, San Bernardino, California 92408

Minutes of the Study Session of the Board of Trustees
Thursday, April 22, 2010 – 5:00 p.m. – Assembly Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Ramos called the meeting to order at 5:05 p.m.

Members Present:

James C. Ramos, President
Carleton W. Lockwood, Jr., Vice President
Dr. Donald L. Singer, Clerk
John M. Futch
John Longville (arrived at 5:30 p.m.)
Dr. Charles S. Terrell, Jr.
Jess C. Vizcaino, Jr.

Members Absent:

Kaylee Hrisoulas, Student Trustee, CHC
Jason Buckner, Student Trustee, SBVC

Administrators Present:

Bruce Baron, Acting Chancellor
Dr. Debra Daniels, President, SBVC
Gloria M. Harrison, President, CHC
Larry Cicalone, President, KVCR
Renee Brunelle, Vice Chancellor Human Resources

Administrators Absent:

None

Pledge of Allegiance

Mr. Baron led the Pledge of Allegiance.

2. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

3. APPROVE REVISED MANAGEMENT JOB DESCRIPTION - DIRECTOR, INTERNAL AUDITS

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follow to approve the revised management job description for Director, Internal Audits:

AYES: Futch, Lockwood, Longville, Ramos, Singer, Terrell, Vizcaino

NOES: None

ABSTENTIONS: None

ABSENT: Buckner (advisory), Hrisoulas (advisory)

Trustee Vizcaino said he would like to get the internal auditor hired as soon as possible so that we can begin to reduce some of the costs to Eadie and Payne. Mr. Baron responded that the district will negotiate with Eadie and Payne to reduce their services, and we will be doing more in-house. Bruce added that we did have an unqualified audit with fewer findings than in the past few years so we are on the right track. We will be reducing those audit costs through our internal staff.

4. REVIEW OF COLLEGE AND DISTRICT PLANS FOR ACCREDITATION REPORT

Dr. Matthew Lee, consultant on accreditation issues, presented a status report on the accreditation recommendations. His overview of the work completed consisted of the following:

- The Crafton Hills College Educational Master Plan draft is in the final feedback stage. He said the report is exemplary and provides the necessary direction, goals and objectives to meet the accreditation recommendations.
- The Crafton Hills College Planning and Program Review Process shows the integration between annual planning, the Educational Master Plan and the Strategic Directions, Goals and Objectives.
- The addition of the new Director of Institutional Research at Crafton Hills College has jump-started the implementation of data reliability, access and training on the use of data recommendations.
- The development of Student Learning Outcomes for instructional areas and the equivalent for non-instructional areas has progressed significantly and the college is ahead of schedule.
- Administrative and governance structures have been put into place and used extensively which addresses the recommendation pertaining to participation in decision-making and planning processes.
- Crafton Hills College has developed a long-term financial plan that will inform the planning processes.

The accreditation team also made specific recommendations that included work required by the District Office that impacted both colleges. This work has been progressing all year and is almost complete. The District has been working within the shared governance structure to develop a new budget allocation model that is currently in the feedback stage. A District Technology Plan has been approved by the shared governance committee and is also out for feedback at the campuses and district office. A Human Resources Staffing Plan is currently in development.

The Board asked several insightful questions and was pleased with the progress being made. While the final actions of the Accrediting Commission are not certain, Dr. Lee and the staff are optimistic that Crafton Hills College will be restored to full accreditation.

Dr. Lee praised the faculty and staff for their hard work over the past year leading up to these final months of activity.

5. ADJOURN

Mr. Ramos adjourned the meeting at 6:20 p.m.

Donald L. Singer, Clerk
San Bernardino Community College District