



Special Meeting of the Board of Trustees
March 17, 2020
12:00 p.m. (Public Meeting) SBCCD Boardroom
550 E. Hospitality Ln., Suite 200
San Bernardino, CA 92408

AGENDA

Zoom Conference Call: (312) 626-6799
Meeting ID: 544 267 197
<https://cccconfer.zoom.us/j/544267197>

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

2. **PUBLIC COMMENTS**

The San Bernardino Community College Board of Trustees offers an opportunity for the public to address the Board on any agenda item prior to or during the Board's consideration of that item. Matters not appearing on the agenda will be heard after the board has heard all action agenda items. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session. Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 388-6902 as far in advance of the Board meeting as possible.

3. **ACTION ITEMS**

- 3.1. Adopt Resolution #2020-03-17-BOT01 COVID-19 (p2)
- 3.2. Approve Chancellor Search Timeline (p5)

4. **ADJOURN**

The next meeting of the Board: Business Meeting at Crafton Hills College LRC 231, April 9, 2020 at 4pm.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: March 17, 2020

SUBJECT: Approval to Adopt Resolution #2020-03-17-BOT01 COVID-19

RECOMMENDATION

It is recommended that the Board of Trustees adopt resolution #2020-03-17-BOT01 COVID-19, authorizing the District to prepare and respond effectively to the Novel Coronavirus (COVID-19).

OVERVIEW

Authorizes the Interim Chancellor and/or his designee to take any and all actions necessary to ensure the continuation of public education, and the health and safety of the students and staff at the District Sites, including, but not limited to: the relocation of students and staff, provision of alternative educational program options, provision of leave of absence to employees with pay due to quarantine or recently returning from level 3 countries or sick from COVID-19 or illnesses with similar symptoms (cough, fever, shortness of breath) or co-habitants of any individuals without any impact to their benefit time pursuant to Education Code sections 87765 and 88199, directing staff to serve as disaster service workers pursuant to Government Code 3100, and/or make alterations, repairs or improvements to school property.

ANALYSIS

Declaring Emergency Conditions exist at SBCCD and authorization to take any and all necessary actions to prepare and respond effectively to the Novel Coronavirus (COVID-19). Additionally, requesting a resolution that allows the Chancellor to enter into necessary contracts and respond to emergency conditions at District sites in accordance with Public Contract Code.

INSTITUTIONAL VALUES

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention, and Success
- III. Resource Management for Efficiency, Effectiveness, and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Unknown at this time.



**Resolution #2020-03-17-BOT01 of the Board of Trustees
San Bernardino Community College District**

AUTHORIZATION NEEDED TO TAKE ANY AND ALL NECESSARY ACTIONS TO PREPARE AND RESPOND EFFECTIVELY TO THE NOVEL CORONAVIRUS (COVID-19) RESOLUTION BY THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT (SBCCD) BOARD OF TRUSTEES DECLARING EMERGENCY CONDITIONS EXIST AT SAN BERNARDINO VALLEY COLLEGE AND CRAFTON HILLS COLLEGE

WHEREAS, on March 4, 2020, the Governor of California declared a State of Emergency due to the outbreak and spread of a novel coronavirus (COVID-19); and

WHEREAS, as of March 12, 2020, there are 198 cases reported of COVID-19 in California, 7 cases in Riverside County, 0 cases in San Bernardino County, and officials expect the number of cases to increase; and

WHEREAS, strict compliance with various statutes and regulations would prevent, hinder or delay appropriate actions to prevent and mitigate the effects of COVID-19; and

WHEREAS, it is imperative to prepare for and implement measures to respond to the potential spread of COVID-19; and

WHEREAS, it is imperative to have the tools to ensure the health and safety of students, staff, and families on our campuses; and

WHEREAS, it is imperative to have the tools to ensure student learning continues if student education needs to be conducted from alternate locations or virtual learning environments; and

WHEREAS, it is imperative that employees be allowed to take a leave of absence due to being quarantined or staying home after recently returning from Level 3 countries or sick from Coronavirus or illnesses with similar symptoms (e.g., cough, fever, shortness of breath); and

WHEREAS, the protection of the health and safety and preservation of the lives and property of the people of the State from the effects of natural emergencies such as COVID-19 which may result in conditions of disaster or in extreme peril to life, property, and resources is of paramount State importance requiring the responsible efforts of public and private agencies and individual citizens, and all public employees required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law under Government Code 3100; and

WHEREAS, Section 1102 of the Public Contract Code defines "emergency" to mean a "sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services," and 21060.3 of the

Public Resources Code and California Environmental Quality Act Guidelines 14 CCR section 15269(c) defines "emergency" to mean "a sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property, or essential public services. 'Emergency' includes such occurrences as fire, flood, earthquake, or other soil or geological movements, as well as such occurrences as riot, accident, or sabotage."

WHEREAS, under California Public Contract Code Section 20654, in an emergency when any repairs, alterations, work, or improvement is necessary to any facility of public schools to permit the continuance of existing school classes, or to avoid danger to life or property, the board may, by unanimous vote, with the approval of the county superintendent of schools do the following: make a contract in writing or otherwise on behalf the district for the performance of labor and furnishing of materials or supplies for the purpose without advertising for or inviting bid; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of the San Bernardino Community College District:

(1) Determines that the circumstances described in the Resolution herein constitute an emergency condition; and

(2) By unanimous vote pursuant to section 20654 of the Public Contract Code and subject to approval by the San Bernardino County Superintendent of Schools authorizes the flexibility of M&O, to respond to the emergency conditions at District Sites; and

(3) Authorizes the Interim Chancellor and/or his designee to take any and all actions necessary to ensure the continuation of public education, and the health and safety of the students and staff at the District Sites, including, but not limited to: the relocation of students and staff, provision of alternative educational program options, provision of leave of absence to employees with pay due to quarantine or recently returning from level 3 countries or sick from COVID-19 or illnesses with similar symptoms (cough, fever, shortness of breath) or co-habitants of any individuals without any impact to their benefit time pursuant to Education Code sections 87765 and 88199, directing staff to serve as disaster service workers pursuant to Government Code 3100, and/or make alterations, repairs or improvements to school property.

PASSED AND ADOPTED this 17th day of March 2020 by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
Dr. Anne L. Viricel
Chair, Board of Trustees
San Bernardino Community College District

Attested to: _____
Gloria Macias Harrison
Clerk, Board of Trustees
San Bernardino Community College District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Interim Vice Chancellor, Human Resources

DATE: March 17, 2020

SUBJECT: Approval of Chancellor Search Timeline

RECOMMENDATION

It is recommended that the Board of Trustees approve the Chancellor Search Timeline.

OVERVIEW

On December 12, 2019, Chancellor Baron announced his retirement, effective December 31, 2019. On January 1, 2020, Jose F. Torres assumed the position as Interim Chancellor for a period of six months. It is necessary for the San Bernardino Community College District to expeditiously find a Chancellor to lead the District.

ANALYSIS

In order to meet the proposed timeline, all meetings and interviews must take place during the established date. If any event is postponed, we will be unable to host any campus forums with student and faculty participation.

INSTITUTIONAL VALUES

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention, and Success
- III. Resource Management for Efficiency, Effectiveness, and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

No impact to the budget.



Chancellor Search Timeline - DRAFT

March 4 - 5, 2020	- ACCT Search Consultant facilitates a series of open public forums to solicit input for the development of a Draft Chancellor Profile (staff, faculty, students, administrators and community members are invited to attend); (prior to visit: electronic survey distributed to solicit feedback for the Draft Chancellor Profile)
March 6, 2020	- Search Committee Meeting (#1) - Training and Orientation (<u>4-hour meeting</u>) - Special Board Ad Hoc Search Committee meeting – Discussion of the search process and Board to edit, review and approve the Chancellor Profile (<u>2-hour meeting</u>)
March – Mid-April, 2020	Chancellor Profile posted on sbccd.edu and acctsearches.org. Targeted local, state-wide and national one-to-one recruitment commences; national advertising placed.
April 16, 2020, 2020	Target Date for Receipt of Applications (open until filled).
April 17 – 30, 2020	Search Committee members review confidential applications independently on ACCT secure web portal.
May 1, 2020	Search Committee Meeting (#2); Discussion and selection of 7 – 9 confidential semifinalist candidates (<u>5 – 6-hour meeting</u>).
May 11 - 12, 2020	Search Committee Meeting (#3); Confidential interviews with semifinalists; after the final interview, the Committee deliberates and selects 3 – 4 finalists to forward to the Board for further consideration (<u>2 full days</u>).
Week of June 1, 2020	Final candidates interview with the full Board of Trustees, tour campuses, participate in open public forums, meet with direct reports; Board deliberation; Board selects first-choice candidate
Week of June 8, 2020	Members of the Governing Board conduct a site visit to the first-choice candidate's institution. (Optional but strongly recommended)
Week of June 15, 2020	Board of Trustees announces the next Chancellor of the San Bernardino Community College District
Start Date	August 1, 2020