Meeting of the San Bernardino Community College District Board of Trustees  
SBCCD Boardroom, 114 S. Del Rosa Dr., San Bernardino, CA 92408  
December 13, 2018, 4:00 p.m.  
Business Meeting Minutes

MEMBERS PRESENT
Joseph Williams, President  
Gloria Macias Harrison, Vice President (arrived at 3:55pm)  
Dr. Anne L. Viricel, Clerk  
Dr. Stephanie Houston, Trustee  
John Longville, Trustee  
Frank Reyes, Trustee (joined conference call at 5:05pm, ended conference call at 5:39pm)  
Dr. Donald L. Singer, Trustee  
Elijah Gerard, CHC Student Trustee  
Autumn Blackburn, SBVC Student Trustee

ADMINISTRATORS PRESENT
Bruce Baron, Chancellor  
Jose Torres, Executive Vice Chancellor  
Diana Rodriguez, SBVC President

ABSENT
None

CALL TO ORDER – PLEDGE OF ALLEGIANCE
President Williams called the meeting to order at 3:42pm. He introduced the representatives from elected offices. Trustee Longville led the pledge of allegiance.

OATH OF OFFICE
- Dr. Stephanie Houston – administered by Larry Houston  
- Dr. Donald Singer – administered by Joseph Williams  
- Joseph Williams – administered by Jazmine Hernandez and Dr. Cuauhtemoc Avila
The newly elected trustees gave special thanks and recognition to their guests, friends, and family.  
- Peter Ali – Administered by Chief Al Jackson
Certificates were presented to the newly elected trustees from Congressman Pete Aguilar, Senator Connie Leyva, and Assemblymember Eloise Gomez Reyes.

ANNOUNCEMENT OF CLOSED SESSION ITEMS
- Conference with Labor Negotiators  
  Government Code 54957.6  
  Agency Representative: Bruce Baron – CSEA, CTA, Management/Supervisors, and Confidential Employees
- Public Employee Discipline/Dismissal/Release/Non Re-Employment  
  Government Code 54957
(3 cases)

- Public Employee Performance Evaluation
  Government Code 54957(b)(1)
  Title: Chancellor

- Conference with Legal Counsel – Anticipated Litigation
  Government Code 54956.9(d)(2)
  (1 case)

- Conference with Legal Counsel – Existing Litigation
  Government Code 54956.9(e)(3)
  (3 cases)
  WC Claim #486187, WC Claim #552869, WC Claim #542638

- Conference with Real Property Negotiator
  Government Code section 54956.8

Properties: An approximately 27,360 sq. ft. parcel of improved property, including a 70,595 square foot building, located at 560 E. Hospitality Lane, San Bernardino, CA, APN 0281-372-08-0000; an approximately 36,939 sq. ft. parcel of improved property, including a 82,039 square foot building, located at 550 E. Hospitality Lane, San Bernardino, CA, APN 0281-372-20-0000; and an approximately 38,964 sq. ft. parcel of improved property, including a 71,769 square foot building, located at 658 E. Brier Drive, San Bernardino, CA, APN 0281-021-51-0000 (collectively, the "Properties").

Negotiating Parties: San Bernardino Community College District (Proposed Buyer), Real Property Negotiators Jose F. Torres, Executive Vice Chancellor, and Buyer’s real estate brokers, Gary P. Stache and Anthony DeLorenzo of CBRE, Inc.; and Hines (Proposed Seller), Real Property Negotiator Varun Akula, Director.

Under Negotiation: Instruction to Proposed Buyer’s Real Property Negotiators will concern price and terms of payment associated with the possible purchase of the identified Properties.

PUBLIC COMMENTS ON CLOSED SESSION ITEMS
None

CONVENE CLOSED SESSION
Closed session convened at 4:22pm.

RECONVENE PUBLIC MEETING
Public meeting reconvened at 5:00pm.

REPORT OF ACTION IN CLOSED SESSION
The Board unanimously took action to certify the matter of the dismissal of employee #25080 to the Office of Administrative Hearings and to request the appointment of an administrative law judge pursuant to Education Code Section 87678.

The Board unanimously took action not to re-employ the Director, Marketing and Public Relations, Crafton Hills College, for the 2019-2020 academic year and to send notice to management employee #3949.
The Board unanimously took action to approve settlement of Workers Comp Claim #486187 with employee #5530.

The Board unanimously took action to approve settlement of Workers Comp Claim #552869 with employee #27603.

The Board unanimously took action to approve settlement of Workers Comp Claim #542638 with employee #5829.

President Williams read the teleconference notice.

The Board unanimously took action not to re-employ the Associate Dean, Nursing, San Bernardino Valley College, for the 2019-2020 academic year and to send notice to management employee #26404.

NOTICE: In accordance to Government Code Section 54953(b), Trustee Reyes will attend the December 13, 2018 Board meeting via teleconference from the Taj Mahal Tower (Main Lobby), Apollo Bunder, Colaba, Mumbai, Maharashtra - 400001, India (909) 855-1966. The agenda has been posted to the teleconference site.

At 5:05pm, Trustee Williams acknowledged Trustee Reyes on the teleconference and made the announcement to the board: Brown Act requires that all votes taken during a teleconference must be taken by roll call.

ORGANIZATIONAL MEETING OF THE BOARD

Consideration of Approval to Nominate and Elect Members of the SBCCD Executive Board:
President, Vice President, and Clerk of the Board of Trustees
Trustee Reyes nominated John Longville, President; Anne Viricel, Vice President; and Joseph Williams, Clerk.

Trustee Singer moved approval to elect the 2018-2019 Officers: John Longville, President; Anne Viricel, Vice President; and Joseph Williams, Clerk. Trustee seconded the motion.

Action by Roll Call
AYES: Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval of Board Member Assignment to the San Bernardino Regional Emergency Training Center Joint Powers Authority
Trustee Longville moved to close nomination with the nomination of Trustee Houston. Trustee Harrison seconded the motion.

Action by Roll Call
AYES: Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard
NOES: None
ABSENT: None
ABSTENTIONS: None
Trustee Harrison moved to approve the assignment of Trustee Houston to the San Bernardino Regional Emergency Training Center Joint Powers Authority. Trustee Longville seconded the motion.

**Action by Roll Call**
AYES: Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval to Elect Board Representative and Alternate to the Nominating Committee for the County Committee on School District Organization
Trustee Longville moved approval of Trustee Viricel (as primary) and Trustee Williams (as alternate) to the nominating committee for the County Committee on School District Organization. Trustee Viricel seconded the motion.

**Action by Roll Call**
AYES: Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval of Board Member Assignments to Board Committees
Board & Chancellor Evaluations Ad Hoc Committee
Trustee Longville moved approval to keep members of the BOT Evaluations Committee as is with Trustees Viricel, Harrison, and Longville as committee members. Trustee Singer seconded the motion.

**Action by Roll Call**
AYES: Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard
NOES: None
ABSENT: None
ABSTENTIONS: None

Budget Standing Committee
Student Trustee Gerard nominated himself, Trustee Harrison nominated Trustee Viricel, Trustee Longville nominated Trustee Harrison, and Trustee Singer nominated himself.

Trustee Longville moved approval for Trustees Viricel, Harrison, and Singer to serve as the BOT Budget Committee members. Trustee Singer seconded the motion.

**Action by Roll Call**
AYES: Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer
NOES: Blackburn, Gerard
ABSENT: None
ABSTENTIONS: None
Trustee Longville moved approval for Student Trustee Gerard to be added to the committee. Trustees Viricel seconded the motion.

**Action by Roll Call**

**AYES:** Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**Career Technical Education (CTE) Standing Committee**

Trustee Longville moved approval to make CTE a standing committee. Trustee Harrison seconded the motion.

**Action by Roll Call**

**AYES:** Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

Trustee Longville nominated Trustees Longville, Houston, and Williams to serve as members of the CTE standing committee. Trustee Viricel seconded the motion.

**Action by Roll Call**

**AYES:** Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**Foundations Ad Hoc Committee**

Student Trustee Gerard moved approval to nominate Student Trustee Blackburn to serve on the CTE Committee. Trustee Longville seconded the motion.

**Action by Roll Call**

**AYES:** Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

Trustee Harrison moved approval to nominate Trustee Viricel to serve on the Foundations Committee. Trustee Singer seconded the motion.

**Action by Roll Call**

**AYES:** Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None
Trustee Harrison moved approval to nominate Trustee Singer to serve on the Foundations committee. Trustees Longville seconded the motion.

**Action by Roll Call**  
**AYES:** Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn  
**NOES:** Gerard  
**ABSENT:** None  
**ABSTENTIONS:** None

Trustee Harrison moved approval for Trustees Harrison, Viricel, Singer, and Student Trustee Blackburn (student trustees are not included in quorum) to serve as members on the Foundations Committee. Trustee Longville seconded the motion.

**Action by Roll Call**  
**AYES:** Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard  
**NOES:** None  
**ABSENT:** None  
**ABSTENTIONS:** None

Trustee Longville moved approval to make the Legislative Committee a standing committee. Trustee Harrison seconded the motion.

**Action by Roll Call**  
**AYES:** Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard  
**NOES:** None  
**ABSENT:** None  
**ABSTENTIONS:** None

Trustee Longville moved approval to keep committee members as is with Trustees Reyes, Longville, and Viricel to serve as members of the Legislative standing committee. Trustee Harrison seconded the motion.

**Action by Roll Call**  
**AYES:** Williams, Harrison, Viricel, Houston, Longville, Reyes, Singer, Blackburn, Gerard  
**NOES:** None  
**ABSENT:** None  
**ABSTENTIONS:** None

Trustee Reyes concluded the conference call and ended his participation at 5:39pm.

**PRESENTATIONS**  
Citizen’s Bond Oversight Annual Report was given by Betsy Starbuck.

**REPORTS**  
- Trustee Longville reported on the CTE Committee and Media Academy.  
- Trustee Harrison reported on the Budget Committee.  
- Chancellor reported on Good News included in the board book.  
- Celia Houston gave a brief report for the SBVC Academic Senate.  
- The Academic Senate report for CHC was given by Mark McConnell.  
- Claris Ybarra gave a report for CHC Associated Students.  
- The CSEA report was given by Kevin Palkki.  
- Meridyth McLaren reported for CTA.
APPROVAL OF MINUTES
September 27, 2018
November 8, 2018
November 19, 2018

Trustee Longville moved approval of the 9/27/18, 11/8/18, and 11/19/18 minutes. Trustee Harrison seconded the motion.

AYES: Williams, Harrison, Virice, Longville, Singer, Blackburn, Gerard
NOES: None
ABSENT: Reyes
ABSTENTIONS: Houston

PUBLIC COMMENTS ON AGENDA ITEMS
None.

CONSENT AGENDA
Trustee Longville moved approval of the consent agenda as amended. Trustee Virice seconded the motion.

AYES: Williams, Harrison, Virice, Houston, Longville, Singer, Blackburn, Gerard
NOES: None
ABSENT: Reyes
ABSTENTIONS: None

Instruction/Student Services
- Consideration of Approval of Curriculum – CHC
- Consideration of Approval of Curriculum – SBVC
- Consideration of Approval of Donation – SBVC
- Consideration of Approval to Serve Alcoholic Beverages - Gala 2019

Human Resources
- Consideration of Approval of Adjunct and Substitute Academic Employees
- Consideration of Approval of Non-Instructional Pay for Academic Employees
- Consideration of Approval to Appoint Temporary Academic Employees
- Consideration of Approval to Pay Stipends
- Consideration of Approval of District Volunteers
- Consideration of Approval to Revise Professional Expert and Short-Term Hourly Rates of Pay Schedules
- Consideration of Ratification of Professional Expert, Short-Term, and Substitute Employees
- Consideration of Approval of Employee Promotions
- Consideration of Approval to Accept Employee Resignations
- Consideration of Approval to Accept Employee Retirements

Amend to change the last date of employment for Maria Sanchez to 4/30/19.

- Consideration of Approval to Appoint District Employees

Amend to add employee:

Michael Luke Bixler  
Chief Technology Officer  
DIST TESS  

<table>
<thead>
<tr>
<th>01/14/19</th>
<th>Management</th>
<th>$170,964.05 (per year)</th>
<th>New</th>
<th>Technology Services</th>
<th>General Fund</th>
<th>TBD</th>
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</table>

114 South Del Rosa Drive · San Bernardino, CA 92408 · Tel 909.382.4000 · www.sbccc.edu
• Consideration of Approval to Appoint Interim Managers
  Amend to add employee:

<table>
<thead>
<tr>
<th>Chang, Andrew</th>
<th>12/15/2018 to 1/13/2019</th>
<th>23C</th>
<th>$151,353.24</th>
<th>Glen Kuck</th>
<th>KVCRR</th>
<th>01/20/09</th>
</tr>
</thead>
</table>

**Business & Fiscal Services**

- Consideration of Approval of Professional Services Contracts-Agreements
- Consideration of Approval of Purchase Order Report
- Consideration of Approval of Routine Contracts-Agreements and Memorandums
- Consideration of Approval of Surplus Property and Authorization for Private Sale or Disposal
- Consideration of Approval of Surplus Property and Authorize Donation to Family Service Association of Redlands
- Consideration of Approval to Adopt Resolutions to Grant Excused Absence
- Consideration of Approval of Vacation Payout
- Consideration of Approval to Adopt Resolution #2018-12-13-FPC Approving Amended and Restated Bylaws for the Independent Citizens Bond Oversight Committee
- Consideration of Approval to Adopt Resolution #2018-12-13-FS Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications
- Consideration of Approval to Ratify Interfund Borrowing Transactions
- Consideration of Approval of District & College Expenses
- Consideration to Approve Conference Attendance
  Amend to remove conference attendance for District Support Services/Human Resources Department:

  **Attendee: Byron Isaac**
  Conference Name: SHRM19

  **Attendee: Kristina Hannon**
  Conference Name: Employment Law & Legislative Conference
  Travel Dates: 3/17/2019 - 3/20/2019

**Facilities**

- Consideration of Approval to Award a Small-Scale Construction Contract to Awesome Blinds of Eastvale, CA
- Consideration of Approval to Award a Small-Scale Construction Contract to LeMay Construction of Redlands, CA
- Consideration of Approval to Ratify a Small-Scale Construction Contract with Allen Communications of Whitter, CA
- Consideration of Approval to Ratify a Small-Scale Construction Contract with Three Peaks Corp. of Calimesa, CA
Items Pulled from Consent for Separate Action
Consideration of Approval to Dissolve the Board of Trustees Student Success and Policy Committees

With unanimous consent to include in consent, Trustee Longville moved approval to include the item pulled for discussion to be approved as part of the consent agenda as amended. Trustee Harrison seconded the motion.

AYES: Williams, Harrison, Viricel, Houston, Longville, Singer, Blackburn, Gerard
NOES: None
ABSENT: Reyes
ABSTENTIONS: None

ACTION AGENDA
Consideration of Approval to Accept Independent Audit Report of KVCR TV and FM for June 30, 2018 and 2017
Trustee Longville moved approval to accept Independent Audit Report of KVCR TV and FM for June 30, 2018 and 2017. Trustee Viricel seconded the motion.

AYES: Williams, Harrison, Viricel, Houston, Longville, Singer, Blackburn
NOES: None
ABSENT: Reyes
ABSTENTIONS: Gerard

Consideration of Approval to Accept Independent Audit Report of the District’s Measure M General Obligation Bonds for 2017-18

AYES: Williams, Harrison, Viricel, Houston, Longville, Singer, Blackburn, Gerard
NOES: None
ABSENT: Reyes
ABSTENTIONS: None

Consideration of Approval to Accept Independent Audit Report of the San Bernardino Community College District for 2017-18
Trustee Longville moved approval to accept Independent Audit Report of the San Bernardino Community College District for 2017-18. Trustee Houston seconded the motion.

AYES: Williams, Harrison, Viricel, Houston, Longville, Singer, Blackburn, Gerard
NOES: None
ABSENT: Reyes
ABSTENTIONS: None

Consideration of Approval to Adopt Resolution #2018-12-13-FPC2 Approving and Ratifying Agreements for the Acquisition of Real Property
Trustee Harrison moved approval to Adopt Resolution #2018-12-13-FPC2 Approving and Ratifying Agreements for the Acquisition of Real Property. Trustee Singer seconded the motion.

AYES: Williams, Harrison, Viricel, Houston, Longville, Singer, Blackburn, Gerard
NOES: None
ABSENT: Reyes
ABSTENTIONS: None
Consideration of Approval to Review and Reaffirm Guiding Principles for FCC Auction Proceeds
Trustee Harrison moved approval to accept and Reaffirm Guiding Principles for FCC Auction Proceeds as amended to change the range from 12-15% to a range within 10-15%. Trustee Viricel seconded the motion.

6. The district unrestricted general fund balance shall be restored to a range of 12-15% within 10-15%

AYES: Williams, Harrison, Viricel, Houston, Longville, Singer, Blackburn, Gerard
NOES: None
ABSENT: Reyes
ABSTENTIONS: None

Consideration of Approval to Accept Board Policies for First Reading
Trustee Singer moved approval to accept Board Policies for First Reading. Trustee Harrison seconded the motion.

BP 1100 The San Bernardino Community College District (no AP)
BP 1200 District Mission Statement (no AP)
BP & AP 3720 Computer and Network Use
BP & AP 6751 Parking Citation Payment Plan

AYES: Williams, Harrison, Viricel, Houston, Longville, Singer, Blackburn, Gerard
NOES: None
ABSENT: Reyes
ABSTENTIONS: None

Consideration of Final Approval of Board Policies and Administrative Procedures
Trustee Harrison moved approval of Board Policies and Administrative Procedures for final approval. Trustee Longville seconded the motion.

BP 2100 Board Elections (no AP)
BP 2220 Committees of the Board (no AP)
BP & AP 2305 Annual Organizational Meeting
BP 2350 Speakers (no AP)
BP 2360 Minutes (AP is new suggested. Do not need new AP)
BP 2430 Delegation of Authority to the Chancellor (AP is new suggested. Do not need new AP)
BP 2745 Board Self-Evaluation (no AP)
AP 3435 Discrimination and Harassment Resolution (no BP)
BP & AP 3505 Emergency Response Plan
BP 3710 Securing of Copyright
BP & AP 3715 Intellectual Properties
BP & AP 4060 Delineation of Functions Agreements
BP & AP 4226 Multiple and Overlapping Enrollments
BP & AP 4232 Pass/No Pass
BP & AP 4235 Credit by Examination
BP & AP 5010 Admissions
BP & AP 5050 Student Success and Support Program
BP & AP 5110 Counseling
BP & AP 6100 Delegation of Authority, Business and Fiscal Affairs
AYES: Williams, Harrison, Viricel, Houston, Longville, Singer, Blackburn, Gerard
NOES: None
ABSENT: Reyes
ABSTENTIONS: None

INFORMATION ITEMS
Applause
Budget Report
Clery Report
General Fund Cash Flow Analysis
Key Performance Indicators

PUBLIC COMMENT ON NON-AGENDA ITEMS
None.

ADJOURN
The next meeting of the Board: Business Meeting on January 10, 2019 at 3pm. President Williams adjourned the meeting at 6:55pm.

\[signature\]
Dr. Anne L. Viricel, Clerk
SBCCD Board of Trustees