

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
114 South Del Rosa Drive, San Bernardino, CA 92408

Minutes of the Regular Meeting of the Board of Trustees  
Thursday, March 14, 2013 – 4:00 p.m. – Board Room

1. CALL TO ORDER

Dr. Singer called the meeting to order at 4:00 p.m.

Members Present:

Dr. Donald L. Singer, President  
John Longville, Vice President (arrived at 4:05 p.m.)  
Donna Ferracone, Clerk  
Gloria Macias Harrison  
Dr. Kathleen Henry  
Joseph Williams  
Nickolas W. Zoumbos  
Ferny Arana Garcia, SBVC  
Kyle Hundley, Student Trustee, CHC (arrived at 5:15)

Members Absent:

None.

Administrators Present:

Bruce Baron, Chancellor  
Charlie Ng, Vice Chancellor Fiscal Services  
Tanya Rogers, Interim Vice Chancellor Human Resources  
Dr. Cheryl Marshall, President, CHC

Administrators Absent:

Dr. Glen W. Kuck, Interim President, SBVC

2. PLEDGE OF ALLEGIANCE

Mrs. Harrison led the Pledge of Allegiance.

3. ANNOUNCEMENT OF CLOSED SESSION ITEMS

CONFERENCE WITH LABOR NEGOTIATORS  
Government Code 54957.6  
Agency Negotiators: Bruce Baron and Tanya Rogers  
CTA  
CSEA  
Management/Supervisors  
Confidential Employees

4. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

5. CONVENE CLOSED SESSION

The Board convened to closed session at 4:05 p.m.

Mr. Longville arrived at 4:05 p.m.

6. RECONVENE PUBLIC MEETING

Dr. Singer reconvened the public meeting at 4:15 p.m.

7. REPORT OF ACTION IN CLOSED SESSION

None.

8. BOARD COMMITTEE ON POLICIES AND PROCEDURES

Dr. Henry requested this item be put on the agenda pursuant to the study session where it was determined that the Board needs to look at the current code of ethics and revisit the code of conduct to create some clarity and make some recommendations. One of the things the facilitator at the Board workshop suggested was forming a committee to review these items. Dr. Henry would like to serve on the committee and nominated Trustee Ferracone to serve with her. Ms. Ferracone said the entire section of the policies pertaining to the Board should be reviewed. Mrs. Harrison agreed to serve as a third member of the committee.

Dr. Henry moved, Mrs. Harrison seconded, and the Board members voted as follows to appoint trustees Henry, Ferracone and Harrison to a Board committee to review and make recommendations to all Board related policies and procedures:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory)

NOES: None

ABSENT: Hundley (advisory)

ABSTENTIONS: None

9. INSTITUTIONAL PRESENTATIONS

Three students shared their experiences on how the Psych Tech program at SBVC has impacted their lives. Program instructor Dennis Jackson explained a student needs to be a high school graduate and take four pre-requisites. It is a one-year program. The cost of the program is about \$2,700, and a successful graduate can earn approximately \$60,000 a year employed in this field.

The students spoke highly of Mr. Jackson and the program and said SBVC also helped prepare them for state boards.

Dr. Singer thanked Mr. Johnson and the students for their very informative report.

10. PUBLIC COMMENT

Community member Clarence Mansell, spokesperson for the veterans enrolled in the water technology program at SBVC, thanked Chancellor Baron for working with him to meet the needs of the students enrolled in this program. He also thanked Trustee Longville for speaking up on behalf of the students.

Mr. Longville said he appreciated that a problem can reliably be passed on to the Chancellor and he always reviews the issue and the problem at least ameliorated or solved the problem.

11. APPROVAL OF MINUTES

Dr. Henry moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve the minutes of February 21, 2013:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Zoumbos

NOES: None

ABSENT: None

ABSTENTIONS: Williams, Garcia (advisory)

Ms. Ferracone moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve the minutes of February 28, 2013:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos

NOES: None

ABSENT: Hundley (advisory)

ABSTENTIONS: Garcia (advisory)

## 12. REPORTS

### A. Board Members

- Dr. Henry attended the County Superintendent's *State of Education* address. She also attended the law enforcement academy graduation. She said Captain Wickum was a gracious host.
- Joseph Williams reported on his trip to India. He attended the A2MEND conference which focused on African-American males in the community college system. He also attend a boardsmanship workshop learning about roles and responsibilities of being a board member.
- Donna Ferracone said many community members were in attendance at the MLK breakfast at SBVC. She was one of about 130 who attended the common course standards meeting held at the district site, where all levels of education were collaborating on common core curriculum.
- Trustee Harrison attended a presentation by San Bernardino County CEO Greg Devereaux which talked about the value of teamwork, collaboration and what it means to be an elected official and how they work in the community. She had the opportunity to meet Lily Ledbetter, women's advocate for equal pay, at the American Association of University of Women luncheon.

### B. Student Trustees

- Mr. Garcia participated in the *March in March* where students protested against the 90's cap. He will be going to Washington DC for a student leadership conference.

### C. Chancellor

- Mr. Baron said it was important to hear the discussion between the different educational entities at the common core curriculum meeting held recently at the district site. This collaboration needs to increase and become more relevant. We have students going through Math and English in high school, and we are testing for something completely different than what they learned in high school. He said it was great to see so many people in attendance from all levels of education.
- The chancellor said that when Mr. Mansell spoke, he mentioned the district is working hard to rebuild vocational programs at SBVC. This is one opportunity for a program that has a steady stream of available jobs. We have been making some efforts to identify a plan to ensure students can take advantage of these programs. We need to be sure students are served so they can get into the workforce.

Kyle Hundley arrived at 5:15 p.m.

13. CONSENT AGENDA

Mr. Longville moved, Dr. Henry seconded, and the Board members voted as follows to approve the Consent Agenda:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Curriculum – SBVC**

The name change from Physical Education to Kinesiology was discussed. Mr. Longville asked if the term Physical Education would be mentioned somewhere during the transition until everyone is familiar with the term Kinesiology. He asked under what program athletics falls under. The chancellor said competitive sports falls under intercollegiate athletics.

Ms. Ferracone said that if the transfer degree is Kinesiology and the four-year institutions are using that terminology, then the district needs to support the name change.

Mrs. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve curriculum, SBVC:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Curriculum – CHC**

Dr. Henry said she is not inclined to put more classes into distance learning when we don't seem to be very successful in this area. She said that she did not have enough information about how faculty and students prepare for teaching and taking online classes or what steps we are taking to help students to succeed. She added that the program is small enough now, and we can stop and look at this and put the information together to determine the success. She thinks one of our goals is to work toward student success, and she would like to have more information about the on-line program before it gets so large that we can't identify some of the problem areas for faculty and students.

Ms. Ferracone was not convinced we are doing a bad job with on-line courses. There are multiple reasons why students drop these classes, and she thinks we have a lot of processes in place and to intervene with the process that is primarily in the purview of the faculty and not approving curriculum they recommend, is not a course she would like to take.

Mrs. Harrison would like to have a workshop to look at our program and what we offer and where we want to go. She suggested we include the Academic Senates and curriculum committees. She agreed that the retention rates look a little better but the success rate is not where it should be so we need to do something to improve that. Mr. Zoumbos concurred with Trustees Henry and Harrison.

Dr. Henry moved, Mr. Hundley seconded, and the Board members voted as follows to approve curriculum, CHC:

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)  
NOES: Henry  
ABSENT: None  
ABSTENTIONS: None

### **Approve Revised Management Job Description**

The question was asked what the district was doing to recruit for the Emergency Preparedness Manager. Interim Vice Chancellor of Human Resources, Tanya Rogers, reported we had a failed search so the job description was modified based on current market information.

Mr. Longville moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve the revised management job descriptions:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

### **Approve Conference Attendance**

Dr. Henry asked if Jimmy Urbanovich who will be attending a conference in Reno, Nevada would like to share his experiences with the Board since he said in his rationale that the information acquired at the conference will be used in the classroom to enhance student success.

Trustee Ferracone said that there was really no provision to request faculty to report out about conferences they attend. She also stated that many of the conferences related to professional development in the area of student success and it would not be appropriate for the Board to pick faculty to report on their experience.

Mrs. Harrison moved, Mr. Longville seconded, and the Board members voted as follows to approve conference attendance:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

14. ACTION AGENDA

**Accept Academic Retirements**

Mrs. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve the retirement of Millie Douthit, Learning Disabilities Specialist, CHC, effective June 30, 2013; Marion Meines, Nursing Instructor, SBVC, effective February 28, 2013; and Ed Szumski, Electronics Professor, SBVC, effective May 25, 2013:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Accept Management Retirement**

Mrs. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve the retirement of Crispina Ongoco, effective March 5, 2013:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Receipt and Public Hearing of the San Bernardino Community College District CTA/NEA Initial Proposal to the District for Negotiation of the Collective Bargaining Agreement for the Period July 2, 2013 through June 30, 2014:**

Dr. Singer opened the public hearing for comments. Hearing none, the public hearing was closed.

Mr. Zoumbos moved, Ms. Ferracone seconded, and the Board members voted as follows to receive the SBCCDCTA/NEA initial proposal to the District for negotiation of the CTA/NEA collective bargaining agreement for the period of July 1, 2013 through June 30, 2014:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Consideration of Approval of Bond Measure M Construction Change Orders and Contract Amendments**

Mr. Longville moved, Ms. Ferracone seconded, and the Board members voted as follows to approve the following Measure M construction change orders and amendments:

Central Plant – SBVC

Plumbing, Piping & Construction, Inc., CO-04, in the amount of \$125,172.00

Signage – SBVC

Broughton Construction, Inc., CO-01, in the amount of (-\$20,502.00)

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Consideration of Approval of Bond Measure P Construction Change Orders and Contract Amendments**

Mr. Longville moved, Ms. Ferracone seconded, and the Board members voted as follows to approve the following Measure P construction change orders and amendments:

Community Recreation Facility (CRF) LEED Solar Heating Panels – CHC

Riverside Construction Company, Inc., CO-02, in the amount of \$16,693.82

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Amendment 001 to the P2S Engineering, Inc. Contract**

Mrs. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve Amendment 001 to the P2S Engineering, Inc. contract, in the amount of \$14,270.75:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Amendment 004 to the Steinberg Architects Contract**

Mrs. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve Amendment 004 to the Steinberg Architects contract, in the amount of \$27,800.00:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Amendment 006 to the DLR Group WWCOT Contract**

Mrs. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve Amendment 006 to the DLR Group WWCOT contract, in the amount of \$3,550.00:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Contract with Dalke & Sons Construction, Inc.**

Mrs. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve a contract with Dalke & Sons Construction, Inc. for the Circuit A project, CHC, in the amount of \$141,480.00:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Contract with RDM Electric Co., Inc.**

Mr. Longville moved, Mrs. Harrison seconded, and the Board members voted as follows to approve a contract with RDM Electric Co., Inc. for the Circuit C project, CHC, in the amount of \$65,700.00:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

### **Approve Income Contract with Pepsi Beverages Company**

Dr. Henry moved, Mr. Longville seconded, and the Board members voted as follows to approve an income contract with Pepsi Beverages Company for exclusive beverage rights and sponsorship of SBVC and CHC programs, in the amount of \$287,500.00 plus commissions and rebates of approximately \$125,000.00:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

### **Approve Board Directives for the 2013-1014 Budget**

Trustee Harrison asked if the Tentative Budget will be approved in July using these directives. Vice Chancellor of Fiscal Services Charlie Ng explained that the Board can provide new directives at any time, and this process allows the developmental budget to be released to the sites. It is the first step to getting information to the sites so they can begin their budgets.

Kyle Hundley questioned the practice of not filling a vacancy as a result of a retirement. Mr. Ng responded the selective hiring freeze is geared to not automatically replace a person. A discussion is held to decide whether or not it's strategic to replace that person.

Chancellor Bruce said the reason this item needs to be approved is because the Board approved a budget calendar which lays out the steps of the budget process. These directives are important because the colleges are ready to begin their budgets. The budget workshop is in May because of the May Revise.

Mrs. Harrison suggested we might move the Board retreat earlier in the spring so it fits in with the development of the budget.

Mr. Hundley moved, Mr. Garcia seconded, and the Board members voted as follows to approve the Board Directives for the 2013-2014 Budget:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

**Adopt Resolution in Support of a Latino Education and Advocacy Week in March 2013**

Mrs. Harrison moved, Dr. Henry seconded, and the Board members voted as follows to adopt a resolution in support of Latino Education and Advocacy Week the last week of March, 2013:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Garcia (advisory), Hundley (advisory)

NOES: None

ABSENT: None

ABSTENTIONS: None

15. INFORMATION ITEM

- A. Summary of Bond Measure M Capital Improvement Program Change Orders and Amendments for Construction Contracts
- B. Summary of Bond Measure P Capital Improvement Program Change Orders and Amendments for Construction Contracts.
- C. Budget Report
- D. Purchase Order Report
- E. General Fund Cash Flow Analysis
- F. Quarterly Financial Status Report
- G. Quarterly Investment Report
- H. District Clergy Act Report
- I. Administrative Procedure – 2260 Conflict of Interest
- J. Applause Cards

Dr. Henry would like to know what these individuals have done or what service they provided to receive this recognition.

16. STAFF REPORTS

- A. CHC President
  - A written report was submitted.
- B. CHC Academic Senate
  - A written report was submitted.
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- C. CHC Classified Senate
- Michelle Tinaco reported ballots will be sent out to determine faculty, classified and management employees of the year. Staff are preparing for Classified Employees Week June 10-13, 2013.
- D. CHC ASB
- Club Rush was successful. High school visitation day brought 600 high school students to the campus. Students have legislative visits scheduled when they arrive in Sacramento on March 18. They will also be attending the higher education committee meeting.
- E. SBVC President
- A written report was submitted.
- F. SBVC Academic Senate
- A written report was submitted.
- G. SBVC Classified Senate
- Cassandra Thomas said the Senate has been discussing the mutual respect policy and student success. They will be adding a budget committee to their list of committees. Scott Stark presented on the recycling program.
- H. SBVC ASB
- Students had the opportunity to meet with Assemblyman Jose Medina and Assemblywoman Cheryl Brown while they were in Sacramento. The *Student Appreciation Day* was a success.
- I. CTA
- Ed Gomez thanked the Board for accepting the CTA proposal. He stated the CTA has not put a salary increase on the table in seven years. He said the average state part-time employee receives over \$80, and our part-time faculty average \$56. He said we are losing part-time faculty because the salary is low so the union will be coming to the district to ask for salary increases for them. "We are here to work with you. We will do all we can and not push, but we are hoping that since the state has a little bit of stability, we may be coming back to you in June." He wants to keep our "fine faculty" and not lose them to other districts.
- Trustee Longville responded he was a former part-time faculty member at SBVC and although some people think \$56 is a lot of money, when you only teach a few hours a week and drive back and forth, sometimes to several colleges, \$56 is really not a lot of money.
- J. CSEA
- Colleen Gamboa announced CSEA Chapter #291 has been chosen to participate in the ACE program—*Appreciate Classified Employees*. This means that about 30 managers will work with classified

employees to learn about their jobs for two hours on May 1. A luncheon will then be held so the participants will have an opportunity to discuss the event.

17. ADJOURN

Dr. Singer adjourned the meeting at 6:40 p.m.

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Donna Ferracone, Clerk  
San Bernardino Community College District  
Board of Trustees