

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, August 9, 2012 - 4:00 p.m. – Board Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Dr. Singer called the meeting to order at 4:05 p.m.

Members Present:

Dr. Singer L. Singer, Vice President
John M. Futch, Clerk
Donna Ferracone
John Longville
James C. Ramos (left at 6:35 p.m.)
Jess C. Vizcaino, Jr.
Eric Owen, Student Trustee, SBVC
Kyle Hundley, Student Trustee, CHC

Members Absent:

Carleton W. Lockwood, Jr., President (excused)

Administrators Present:

Bruce Baron, Chancellor
Charlie Ng, Vice Chancellor Fiscal Services
Dr. Larry Buckley, Interim President, SBVC
Dr. Cheryl Marshall, Interim President, CHC
Dr. Jack Miyamoto, Consultant, Human Resources

Administrators Absent:

None.

Pledge of Allegiance

Mr. Longville led the Pledge of Allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

CONFERENCE WITH LABOR NEGOTIATORS

Government Code 54957.6

Agency Negotiators: Jack Miyamoto and Bruce Baron

CTA

CSEA

Management/Supervisors

Confidential Employees

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code 54957

Title: Chancellor

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

4. CONVENE CLOSED SESSION

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

5. RECONVENE PUBLIC MEETING

Dr. Singer reconvened the public meeting at 5:05 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

None.

7. APPROVAL OF MINUTES

Mr. Futch moved, Mr. Longville seconded and the Board members voted as follows to approve the minutes of July 12, 2012:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino

Hundley (advisory), Owen (advisory)

NOES: None

ABSENT: Lockwood

ABSTENTIONS: None

8. REPORTS

A. Board Members

- Mr. Futch attended the basic academy graduation. Twenty-five graduates participated in the ceremony in view of a theater full of family and friends. Mr. Futch commended Dr. Gloria Fisher for her fine work with this program.
- Ms. Ferracone attended the Middle College High School orientation. She said many students and parents expressed their support of this program.
- Mr. Vizcaino thanked Dr. Jack Miyamoto for his service to the district in Human Resources.

B. Student Trustees

- Mr. Owen reported the students are finalizing the events for the *Week of Welcome*. Eric is looking forward to attending the student trustee workshop in Sacramento.
- Mr. Hundley is preparing for the new academic year. He has been communicating with Ivan Aguayo from ICUC to work on a voter drive in support of the governor's initiative. Kyle thanked the Board and the Chancellor for hosting the meet and greet.

C. Chancellor

- Mr. Baron enjoyed meeting the student government leaders and looks forward to seeing them at future board meetings to hear how they are doing.
- Recruitment has begun for college presidents. The district is doing a national search and the positions will be advertised in a number of periodicals and publications. The Chancellor said we want to be as broad in the search as possible. The search for the Vice Chancellor of Human Resources did not yield a qualified candidate. The committee did not make a recommendation. The district is now recruiting for a director-level position. We are hoping to get someone who is ambitious and wants to come here and grow with us.
- Bruce introduced Mr. Vizcaino's father who was in the audience.

9. PUBLIC COMMENT

Joan Harter-Speer, retired professor, spoke in support of the SBVC Student Assistance Program. She credited Dr. Buckley and Dr. Fisher for their help and support with this program.

10. INSTITUTIONAL PRESENTATIONS

A. **SBVC Scholarship Processing**

Dr. Larry Buckley explained the scholarship process. The foundation has the responsibility for internal scholarships, and the financial aid office has the responsibility for external scholarships. He stressed that the college

needs to be more proactive and do a better job of providing students with information. The college needs to look at available resources, have more discussion to determine staffing needs and look at how it serves students the best, to the degree that they are not being served now. Community awareness needs to be raised.

Trustees had an opportunity to ask questions. Making students aware of available outside scholarships and the skill-set needed for staffing are a couple of the concerns raised by Board members. Trustee Ramos requested a follow-up report on the process.

B. Compliance Hotline

Tanya Rogers, the district's internal auditor, explained that the compliance hotline ensures and maintains the quality and integrity of services and provides an anonymous option for reporting and discourages future fraud. An opportunity is provided for feedback and suggestions through an on-line suggestion box. She shared statistical data and explained the complaint process.

C. Government Finance Officers Association Distinguished Budget Presentation Award

The *Distinguished Budget Presentation Award* was presented to the district for its annual budget for the fiscal year beginning July 1, 2011 by Julio Morales, a representative of the Government Finance Officers Association of the United States and Canada (GFOA). In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a community device. The award is valid for a period of one year only. Mr. Ng and his staff was congratulated for a job well done.

11. CONSENT AGENDA

The following changes were made to the Consent Agenda:

Item 11.B.3. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees

Item 11.B.5 Consideration of Approval of Non-Instructional Pay for Academic Employees

Mr. Futch moved, Mr. Hundley seconded, and the Board members voted as follows to approve the Consent Agenda:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

12. ACTION AGENDA

Approve District-Wide Reorganization Plan

Ms. Ferracone moved, Mr. Longville seconded, and the Board members voted as follows to approve the District Wide Reorganization Plan:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

Approve Bond Measure M Construction Change Orders and Contract Amendments

Mr. Hundley moved, Mr. Ramos seconded, and the Board members voted as follows to approve the following Bond Measure M Construction Change Orders and Contract Amendments:

Solar Farm - CHC

Rosendin Electric, CO-01, in the amount of \$22,593.86
Rosendin Electric, CO-02, in the amount of \$40,084.90

Business Building Renovation – SBVC

Doug Wall Construction, CO-01, in the amount of \$0

Interior Locker and Shower Rooms – SBVC

JM Builders, CO-01, in the amount of (-\$35,905.00)

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

Approve Contract with Knowland Construction Services

Ms. Ferracone moved, Mr. Ramos seconded, and the Board members voted as follows to approve a contract with Knowland Construction Services for project inspection services, in the amount of \$1,500,000.00:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

Approve Amendment 001 to the LPA, Inc. Contract

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 001 to the LPA, contract, in the amount of \$6,000.00:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

Approve Amendment 002 to the LPA, Inc. Contract

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 002 to the LPA, Inc. contract, in the amount of \$66,300.00:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

Approve Amendment 002 to the AEI CASC Contract

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 002 to the AEI CASC contract, in the amount of \$3,340.00:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

Approve Amendment 004 to the CHJ Contract

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 004 to the CHJ contract to extend contract terms through February 11, 2015:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

Approve Amendment 006 to the P2S Contract

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 006 to the P2S contract, in the amount of \$50,000.00:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

Adopt Resolution – LEED Solar Heating Panels

Mr. Longville moved, Ms. Ferracone seconded, and the Board members voted as follows to adopt a resolution to not subject the CHC Community Recreation Facility Leadership in Energy & Environmental Design (CRF LEED) Solar Heating Panels project to review and approval by the Division of the State Architect:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

Adopt Resolution Authorizing a Separate Bank Account for the KVCR Educational Foundation

Mr. Futch moved, Mr. Ramos seconded, and the Board members voted as follows to adopt a resolution authorizing a separate bank account for the KVCR Educational Foundation:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino
Hundley (advisory), Owen (advisory)
NOES: None
ABSENT: Lockwood
ABSTENTIONS: None

13. INFORMATION ITEMS

- A. Summary of Bond Measure M Capital Improvement Program Change Orders and Amendments for Construction Contracts
- B. Budget Report
- C. Purchase Order Report
- D. General Fund Cash Flow Analysis
- E. CCFS-320 Apportionment Attendance Report for FY 2012 Period 3 (Annual)

Trustee Ramos suggested and Trustees Singer and Longville concurred that we attempt to get an editorial in the local newspaper stressing the importance of funding for education.

- F. Tentative Agreement with CSEA #291 on Article 7: Pay & Allowance
- G. Applause Cards

14. STAFF REPORTS

- A. SBVC President
 - A written report was submitted to the Board. Trustee Longville congratulated Dr. Ed Millican on his appointment as Interim Dean of Social Science, Human Development and Physical Education.
- B. SBVC Academic Senate
 - Jeremiah Gilbert, newly elected Senate President, said he will be the voice of the faculty and he will be taking his role seriously. Some issues concerning faculty are student services and international students.
- C. SBVC Classified Senate
 - Cassandra Thomas reported the CSEA conference was a great learning experience. Researcher James Smith will present the 5-year plan to the Senate. Mary Valdemar commended Dr. Buckley for taking a second look at the scholarship process.

Mr. Ramos left at 6:35 p.m.

- D. SBVC ASB
 - Robert Shields reported on activities planned for the *Week of Welcome*. Students completed training on the AS constitution. They will also receive training in Robert's Rules of Order.
 - E. CHC President
 - A written report was submitted to the Board.
 - F. CHC Academic Senate
 - Absent.
 - G. CHC Classified Senate
 - Absent.
 - H. CHC ASB
 - Chris Robles highlighted upcoming student events.
 - I. KVCR
 - A written report was submitted to the Board.
 - J. CTA
 - Absent.
 - K. CSEA
 - Colleen Gamboa thanked the trustees for approving the classified job descriptions and Article 7. The four-day CSEA conference was productive. CSEA will be phone banking asking for support of the passage of Proposition 30.
 - L. Management
 - Absent.
15. ADJOURN

Dr. Singer adjourned the meeting at 6:50 p.m.

John M. Futch, Clerk
San Bernardino Community College District
Board of Trustees