

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, October 25, 2012 – 3:00 p.m. – Board Room

1. CALL TO ORDER

Mr. Lockwood called the meeting to order at 3:00 p.m.

Members Present:

Carleton W. Lockwood, Jr., President
Donald L. Singer, Vice President
John M. Futch, Clerk
Donna Ferracone
John Longville
Jess C. Vizcaino, Jr. (left at 6:45 p.m.)
Kyle Hundley, Student Trustee, CHC (arrived at

Members Absent:

James Ramos

Administrators Present:

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

Administrators Absent:

None.

Pledge of Allegiance

Mr. Futch led the Pledge of Allegiance.

2. 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

CONFERENCE WITH LEGAL COUNSEL

EXISTING LITIGATION

Government Code 54956.9

Case No. CIVDS1208425

PUBLIC EMPLOYMENT

Government Code 54957.6

College Presidents

EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Government Code 54957.6

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code 54957.6

Title: Chancellor

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

4. CONVENE CLOSED SESSION

The Board convened to closed session at 3:03 p.m.

5. RECONVENE PUBLIC MEETING

Mr. Lockwood reconvened the public meeting at 4:15 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

Mr. Futch moved, Ms. Ferracone seconded, and the Board members voted as follow to approve the release of probationary classified employee #24944, Job Developer, Cal WORKS, SBVC, effective October 11, 2012:

AYES: Ferracone, Futch, Lockwood, Longville, Singer, Vizcaino
NOES: None
ABSENT: Ramos
ABSTENTIONS: None

Ms. Ferracone moved, Mr. Futch seconded, and the Board members voted as follows to approve the return claim filed September 19, 2012, as untimely:

AYES: Ferracone, Futch, Lockwood, Longville, Singer, Vizcaino
NOES: None
ABSENT: Ramos
ABSTENTIONS: None

7. SPECIAL PRESENTATION – TECHNOLOGY TODAY AND TOMORROW

Dr. Glen Kuck, Associate Vice Chancellor of Technology and Educational Support Services, presented some innovative uses of technology. David Bastedo, SBVC Anatomy and Physiology Instructor, demonstrated the use of iPads in the classroom. He said tablets and smartphones are communication devices used by students, and we need to begin the introduction of these resources into instruction so students can use them in the way that will enhance their learning experience.

Digital textbooks are an electronic version of a traditional textbook and can be viewed on a mobile device. They are affordable, durable, searchable, interactive, and current. The district is conducting an 18-month pilot program on the use of digital textbooks in the respiratory therapy department at CHC. The feedback has been very positive.

Dr. Kuck said the average savings of alternative textbooks is 50% less than traditional textbooks. Any textbook used in our classes can be made available in a digital format. The fiscal impact on the use of digital textbooks would be tremendous for the foundations because more scholarships could be offered. Another alternative text format is Open Source. In this case, the cost of writing a textbook is paid upfront and there are no royalties paid. The book is then offered at no cost to students and they can be accessed digitally. This is a direction that can save students a great deal of money and dramatically reduce the cost of going to college.

Glen provided a brief update on our infrastructure and security, adding that we are the only community college in California to have a 10gig backbone.

State projects include our Alternative Text Production Center and EduStream. We are the only community college district in California to host two state projects.

8. PLEDGE OF ALLEGIANCE

Mr. Futch led the Pledge of Allegiance.

9. APPROVAL OF MINUTES

Mr. Longville moved, Ms. Ferracone seconded, and the Board members voted as follows to approve the minutes of September 6, 2012:

AYES: Ferracone, Futch, Lockwood, Longville, Vizcaino
Hundley (advisory)

NOES: None

ABSENT: Ramos

ABSTENTIONS: Singer

Mr. Futch moved, Mr. Longville seconded, and the Board members voted as follows to approve the minutes of September 27, 2012:

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

NOES: None

ABSENT: Ramos

ABSTENTIONS: Hundley (advisory)

10. REPORTS

A. Board Members

- Ms. Ferracone attended the Inland Congregations United for Change meeting on October 17. This group is talking about student success and is looking at the Santa Ana model.
- Mr. Futch introduced Captain Robert Wickum from the San Bernardino County Sheriffs' Training Center in Devore.

B. Student Trustees

- Mr. Hundley reported students are promoting voter registration and Prop 30. Saturday is the last day for the Goodwill fundraiser.

C. Chancellor

- Mr. Baron announced that Eric Owen, SBVC Student Trustee, resigned his position for personal reasons. SBVC is working through the process of a new election.
- The Chancellor thanked KVCR for their work on the documentary about the Alternate Text Production Center, a braille training partnership with Ironwood State Prison. This is a life-changing program for inmates who are learning a skill by producing these textbooks. Bruce said he is proud we are directing this grant project.
- Mr. Baron acknowledged Robert Levesque, Workforce Development Manager, who defended and earned a \$700,000 grant to train 1,000 incumbent workers. This is a wonderful boost to our community.

11. INSTITUTIONAL PRESENTATIONS

A. Sabbatical Leave Reports

Sharon Chapman, English Instructor, SBVC, spent a semester researching her dissertation at the Film Institute in Sweden, attending a depth psychology related leadership conference, and developing a new mythology course for English curricula at SBVC. She said the sabbatical was “enormously enriching” and thanked the Board for granting her the opportunity.

Tom Bryant, Theater Arts Instructor, CHC, spent a year working as dramaturge on several theater and film projects with Pulitzer Prize winning playwright Robert Schenkkan concerning civil rights. He received a grant to do a play, *Diversity in the I.E.*, which will be performed on November 9 and 10. He, too, noted his appreciation to the Board for approving his sabbatical.

Dr. Singer said he appreciated the reports, adding that he believes in sabbaticals because teaching and the students is enhanced. They provide an experience unmatched by anything else.

B. Accreditation Update

Dr. Larry Buckley reported on the last year as the college moves forward on accreditation. The midterm report was submitted in October, 2011 and received full-accreditation. The college received reaffirmation in February, 2012, and the annual report was submitted in March, 2012. A student success summit was conducted in April, 2012 to talk about what the college needs to do and to seek input. Ideas from the summit are being used for strategic planning.

Meetings were held on campus in August, 2012 to review the mission statement and recommendations for changes and revisions were given. The Self-Study Committee was activated in September and subcommittees were established for each of the standards. The SLO report was submitted in October. The topic of the October 23 flex day was strategic planning and visioning. The first draft of the self-study is due March, 2013 and the second draft shortly thereafter. Final revisions are due in Spring, 2014, and the visit will be in October, 2014. The final report will be disseminated in 2014.

Rebecca Warren-Marlatt, Executive Vice President of Instruction and Student Services, reported on the state of accreditation at CHC. She focused her report on how the campus is handling student learning outcomes. A plan is in place for eliciting campus input and a strategy formulated for writing the document. Cloud technology has been developed for submitting the document. The process and time has been defined.

The report will be ready to submit in October, 2014. Hard data on the status of SLOs and progress on reaching the efficiency mark will be included. All courses have SLOs and the college is moving toward quality improvement. The accrediting commission wants to be sure the college is engaging in institutional dialogue.

Rebecca said the college needs to improve. It needs a common reporting mechanism, and it needs to use its strengths like curriculum and planning and program review to collect and document SLO data and map course level outcomes. The campus needs to focus on quality of assessment, benchmarking and gap analysis and plans to address the results of the assessment.

Mr. Vizcaino asked what happened in 2010. Rebecca replied the college made a lot of ground since its last full accreditation. SLOs didn't figure prominently in the picture, and the college was placed on sanction because it needed to be more transparent. It also wasn't sufficient in planning, and it wasn't evaluating programs in a consistent and ongoing fashion. Resources were not being allocated according to any particular plan.

Dr. Singer thanked both colleges for their reports and congratulated them for their comprehensive plans.

12. PUBLIC COMMENT

Denise Allen, CHC Academic Senate President, reported an IRB committee has been finalized and established under the CHC council. A survey will be coming forward involving students. Documents from Senate meetings will be posted on a newly established website.

She said faculty appreciates the opportunity to actively engage in the presidential hiring process. Interviews will be held on November 14 and 15 and the forums on November 28. A process for eliciting questions from the constituent groups will be developed and an evaluation document will be available for those who attend the forum.

Community member John Wurm spoke in opposition to the decrease in enrollment and the increase in bond debt, stating that we should not be giving money to KVCR and raises to employees at the same time we are cutting enrollment. Regarding the bond debt, he said the borrowing cost is 7 ½ times the principal amount. He suggested an item to restore enrollment be placed on the November 15 Board agenda.

13. CONSENT AGENDA

The following changes were made to the Consent Agenda:

Item 12.B.15 Consideration of Approval of Head & Assistant Coaches - Add Susan Crebbin, Head Coach Women's Basketball, \$6,764.00

Item 12.C.2. Approve Professional Services Contracts and Agreements – Add to legal contract with *Burke, William & Sorensen*, amount not to exceed \$30,000; add contracts for Jhane Myers and Red Horse Native Productions, Inc.

Item 12.C.5. Approve District/College Expenses - Add the following expense approval requests:

EVENT: Health Fair
DATE: November 2, 2012
AMOUNT: \$150.00
Lunch will be provided to participating employees at the annual Health Fair. Funded by the Human Resources General Fund.

EVENT: Veterans Dinner
DATE: November 8, 2012
AMOUNT: \$1,500.00
ITEM: Refreshments
Sponsored by AGS, this event is to recognize Veterans attending CHC. Funded by the AGS Club account.

The following items were pulled from the Consent Agenda for discussion:

Item 12. C. 3. Consideration of Approval of Budget Adjustments

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

AYES: Ferracone, Futch, Lockwood, Longville, Singer, Vizcaino
Hundley (advisory)

NOES: None

ABSENT: Ramos

ABSTENTIONS: None

14. ACTION AGENDA

Approve Budget Adjustment

Ms. Ferracone requested more information on the budget adjustment request to fund the International Student Program and asked that the item be moved to the November 15 agenda. Mr. Lockwood concurred. Mr. Baron said a presentation would be made at the November meeting to fully discuss the benefits of increasing the number of international students at SBCCD.

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to approve the Budget Adjustments with the exception of the adjustment request to fund the International Student Program, which will be added to the November 15 agenda:

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

Approve Amendment 001 to the PMSM Architects Contract

Ms. Ferracone moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 001 to the PMSM Architects Contract, in the amount of \$30,000.00:

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

Approve Amendment 001 to the LPA, Inc. Contract

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 001 to the LPA, Inc. contract to extend its terms through November 30, 2012:

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

Approve Amendment 002 to the Steinberg Architects Contract

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 002 to the Steinberg Architects contract, in the amount of \$42,000.00:

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

Approve Amendment 002 to the Kishimoto Architects, Inc. Contract

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 002 to the Kishimoto Architects, Inc., contract in the amount of \$10,095.00:

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

Approve Amendment 004 to the Vista Environmental Consulting, LLC Contract

Ms. Ferracone moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 004 to the Vista Environmental Consulting, LLC contract to extend its terms through July 9, 2014:

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

Approve Amendment 004 to the NTD Architecture Contract

Ms. Ferracone moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 004 to the NTD Architecture contract, in the amount of \$40,070.00:

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

Accept Board Policy 3570 Smoking for First Reading

Board Policy 3570 Smoking accepted for First Reading:

15. **INFORMATION ITEMS**

- A. Budget Report
- B. Purchase Order Report
- C. General Fund Cash Flow Analysis

- D. Status Report on Student Learning Outcomes (SLO's) Implementation at SBVC
- E. Annual Security Reports
- F. Administrative Procedures
2225 Collegial Consultation
3570 Smoking
6750 Parking
- G. Applause Cards

16. STAFF REPORTS

- A. SBVC President
 - A written report was submitted.
- B. SBVC Academic Senate
 - Jeremiah Gilbert reported management staff have been coming to meetings to explain issues and answer questions. Faculty is working to insert language into Senate bylaws on how faculty are to be consulted. Candidates for president will interview on November 13 and 14. Forums will be held on November 27. Mr. Gilbert thanked Dr. Buckley for resolving the issue of the library hours.

Trustee Vizcaino left at 6:45 p.m.

- C. SBVC Classified Senate
 - Cassandra Thomas reported the Senate passed a resolution in support of Prop 30 and has been discussing fundraising opportunities. Whitney Fields presented on the district safety program. Officer Chris Tamayo will be providing information on how to handle difficult students. She encouraged everyone to visit the SBVC Classified Senate website.
- D. SBVC ASB
 - Absent.
- E. CHC President
 - A written report was submitted to the Board.
- F. CHC Academic Senate
 - Report given under "Public Comment"
- G. CHC Classified Senate
 - Michelle Riggs thanked the Chancellor for participating in an open forum which was attended by 34 employees. Classified staff

appreciate being a part of the new president search process.
Classified staff will be hosting a chili cook-off on November 2.

- H. CHC ASB
 - Chris Robles reported 19 clubs participated in the “rush”. Students held a voter registration drive and have been distributing information on Prop 30.
 - I. CTA
 - Absent.
 - J. CSEA
 - Colleen Gamboa reported CSEA members have been working phone lines and walking precincts in support of Prop 30 and 32. CSEA elections will be held before December 31.
 - K. Management
 - No report.
17. ADJOURN

Mr. Lockwood adjourned the meeting at 7:00 p.m.

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