

**OFFICIAL PROCEEDINGS
OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT**

A regular meeting of the Chaffey Community College District Governing Board was held on Thursday, February 27, 2020, in the boardroom of the Marie Kane Center for Student Services/Administration. Board President McLeod called the meeting to order at 2:07 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
Ms. Roberts, Ms. Williams (Student Trustee)

Members absent: none

CLOSED SESSION

The public was given an opportunity to address the Governing Board regarding the posted closed session agenda.

No comments were made.

The Board convened in closed session at 2:07 p.m. Closed session was adjourned at 3:03 p.m.

STUDY SESSION

Jim Fillpot, dean of institutional research, presented the Board Partnership Report. Dr. Shannon stated that this report has been changed from an annual to a biennial report. The presentation included: Board Policy 2200 (Governing Board Duties and Responsibilities); Accreditation Standard IV.C.4; and collaborative partnerships. Dean Fillpot stated that Governing Board members reported participating in 378 events in 2019, including community and Chaffey College events. These included within District, regional, state and national events. The Board activities encourage diversity in viewpoints, emphasize an outward vision, emphasize strategic leadership, and act as stewards of the public interest in line with Board Policy 2200.

Melanie Siddiqi, associate superintendent of administrative services, presented on Design/Build – Overview and Best Practices. She explained that the design/build delivery method is not new, but is new to Chaffey College. The only project at Chaffey in which the design/build delivery system was used was for the solar carport project.

Ms. Siddiqi introduced Mike Villegas, vice president, SafeworksCM, who presented on design-build overview and best practices. The presentation

included: traditional project delivery outcomes; project delivery challenges; project delivery research; why public owners choose design/build; what is design build – one contract for design and construction and single point of responsibility; design and build flow chart; percentage of design in the RFP; design/build best practices; design/build procurement process; step one – request for Statement of Qualifications, and step two – Request for Proposal; executing delivery; design/build advantages; and resources.

Kevin K. Wang, partner, Best Best & Krieger LLP, presented a design/build legal review. The presentation included: governed by Education Code section 81700; project qualification requirements; initial Board action; procurement process overview; RFQ overview; RFP overview; labor requirements – skilled and trained workforce; and contract award process.

In response to a question from President McLeod, Mr. Wang explained that generally speaking, the design/build delivery method expedites projects by ten percent.

REGULAR SESSION

The regular session reconvened at 3:41 p.m., and Sarah Schmidt, vice president of Classified Senate, led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

President McLeod read former faculty member Robin Ikeda's invitation to the burrowing owl festival taking place Saturday at the Chino Campus.

Chris Walsh, member of the Honors Society, addressed the Board regarding a plan to help Chaffey College's best undergraduates publish. He distributed a handout describing the plan.

Students DeAndre Conley (treasurer) and Sean Granados (president), members of the Environmental Action Club, addressed the Board regarding hydration stations on campus.

April Moreil, Chaffey College student, addressed the Board regarding Chaffey College Student Government (CCSG) and hydration stations. President McLeod announced that she would attend the CCSG meeting on Monday. Ms. Moreil stated that the hydration stations need to be promoted with signage.

Cherese Russell, student and CCSG member, addressed the Board regarding student government. She distributed the most recent CCSG agenda.

Lauren Sanders, student and CCSG member, addressed the Board regarding student government. She distributed a resolution of no confidence in

Nikeenia Williams, Chaffey College student government president/student trustee from the Black Caucus of the California Community Colleges.

Rhane Moore, Chaffey College student, addressed the Board regarding CCSG. He urged the Board to not believe everything they hear, but to attend a CCSG meeting to see for themselves how it is run.

Xochitl Escamilla addressed the Board regarding CCSG. Ms. Escamilla spoke about the activities of CCSG over the past month.

UMOJA members addressed the Board regarding the statewide mission statement and objectives. They distributed flyers for Black History Month. They thanked the marketing department for making the campus more welcoming for all students. They also thanked Dr. Henry Shannon, Chaffey College, superintendent/president, for attending UMOJA events.

Antonio Banks, from the UMOJA Educational Foundation, addressed the Board regarding the Chaffey College UMOJA students. He stated that their programming has been wonderful.

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Nikeenia Williams distributed a written report. Her report included SSCCC Spring General Assembly, Coffee with CCSG, scholarships, Burrowing Owl Festival, First Annual Chino Campus Edible Car Race and Contest, donation of T-84 calculators to success centers and library, Club Rush, Promise Grant ambassadors, and Report to the Community.

Trustee Ovitt reported that he attended the Rancho Cucamonga State of the City, which highlighted Chaffey College; a Chaffey College basketball game; Report to the Community; Chaffey Joint Union High School District Honor Band concert; Ontario Museum community reception honoring Sam Maloof; Children's Fund West End Auxiliary, English Tea; Parks and Recreation Commission meeting (2); Chaffey Joint Union High School District Family and Community Engagement Forum; Children's Fund Board meeting; National Day of Prayer Committee meeting (2); Chaffey College Board Retreat; Esperanza Scholarship Foundation Leadership dinner; The Leaven Inland Empire Advisory meeting; San Bernardino County State of the County; Children's Fund Development Committee meeting; Esperanza Scholarship Foundation Board meeting; Chaffey College Trust Board meeting; West End YMCA Governance Committee meeting; First 5 Commissioner orientation; Promise Scholars Board meeting; Etiwanda High School basketball game; Ontario Chaffey Community Show Band Concert; Children's Fund Executive and Governance Committee meetings; Chino Valley Mayor's Prayer Breakfast; Ontario Chaffey Community Show Band Memorial Day meeting; and West End YMCA Board meeting.

Trustee McDougal reported that he attended the Fontana Chamber of Commerce Board's annual retreat in La Quinta; Fontana State of the City; Chaffey College women's and men's basketball games; Dialogue with the Board; moderated a panel discussion for the Fontana Chamber of Commerce about Chaffey College; Report to the Community; and spoke to Upward Bound program high school students in Fontana about service and leadership.

Trustee Brugger reported that she attended Fontana State of the City breakfast; Rancho Cucamonga State of the City; the Senior Disabled Fund Board meeting; and the Report to the Community. Ms. Brugger stated that the College is fortunate that the cities in the College district mention Chaffey College at their events. She also thanked Alisha Rosas, executive director of equity, outreach, and communications, and her staff for making the Report to the Community event a success.

Ms. Brugger also mentioned that she makes monthly donations to the Panther Care Program, Classified Senate Backpack Project, and the Wignall Museum.

Trustee Roberts reported that circumstances beyond her control have prohibited her from attending events this past month.

Board President McLeod reported that she attended the Chaffey College Governing Board Retreat and the Report to the Community.

LEGISLATIVE UPDATE

Dr. Eric Bishop, associate superintendent of student services and legislative engagement, provided a PowerPoint presentation which included: CCLC Financial Aid Report; community college related legislation AB 2156 – concurrent diploma/degrees, AB 2176 – free student transit passes, and AB 2353 – affordable housing. Dr. Bishop also distributed a document titled *Increasing Student Access, Success and Equity: California Community College Student Focused Financial Aid Policies* from the Community College League of California.

Dr. Bishop also presented his plan for displaying the past and present student government presidents' pictures in the Panther Victory Hall. President McLeod suggested that the photos be uniform in size.

CCSG President Nikeenia Williams added that she is working with the bookstore to possibly add lounge seating and coffee machines for students in Panther Victory Hall. President McLeod asked Troy Ament, executive director of facilities and construction, about fire standards for this area. Mr. Ament responded that Panther Hall is meant for egress only and not as a lounge.

PRESENTATIONS

There were no presentations at the February meeting.

FOUNDATION

Lisa Nashua, executive director of the Foundation, provided a written report which included: spring award scholarship cycle; Chino Rotary endowment and Fund a Dream scholarship donations; Foundation Board Finance and Investment Committee; Chaffey College Foundation 30th Annual Golf Tournament save the date – June 22, 2020 at Red Hill Country Club; Rome Study Abroad program; InTech Center; and support for our athletes.

Ms. Nashua stated that the Foundation received over 700 scholarship applications and she thanked the faculty, staff and community members who volunteered to help with the review process.

REPORTS

CLOSED SESSION ACTIONS

Board Secretary Henry Shannon announced that the Board took action in closed personnel session this evening to approve the following by a unanimous (5:0) vote.

Employment or Ratification of:

Dariia Zamrii to the position of digital media lab specialist, .475 FTE, 10 months, range 27, step A of the CSEA salary schedule, effective March 2, 2020.

La'Dejah Dillard to the position of program assistant, extended opportunity programs and services, 1.0 FTE, 12-months, range 13, step A of the CSEA salary schedule, effective March 2, 2020.

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers.

Prentice Harris to the temporary, unclassified, professional expert position of manager, intramural programs, effective February 18, 2020, through June 30, 2020, under the terms and conditions of the employment agreement.

Ruben Nevarez to the temporary, unclassified, professional expert position of simulation technology specialist, effective March 2, 2020, through May 20, 2020, under the terms and conditions of the employment agreement.

Alan Braggins to the temporary, unclassified, professional expert position of statewide director, advanced manufacturing, effective March 1, 2020, through June 30, 2020, under the terms and conditions of the employment agreement.

James Morante to the temporary, unclassified, professional expert position of statewide director, energy, construction and utilities, effective March 1, 2020, through June 30, 2020, under the terms and conditions of the employment agreement.

Appointment of:

Valeen Gonzales to the position of administrative assistant II, CalWorks/Nextup, 1.0 FTE, 12-months, range 18, step E of the CSEA salary schedule, effective March 2, 2020.

The Governing Board approved a reduced workload assignment for Rachel Arciniega, instructor, associate degree nursing, from 1.00 FTE to .60 FTE for the 2020–21 academic year, pursuant to the provisions of Education Code § 87483 and contingent upon approval from STRS.

- The Governing Board approved a reduced workload assignment for Mercedes Limón, instructor, Spanish, from 1.00 FTE to .53 FTE for the 2020–21 academic year, pursuant to the provisions of Education Code § 87483 and contingent upon approval from STRS.
- The Governing Board approved a reduced workload assignment for Heather MacDonald, instructor, associate degree nursing, from 1.00 FTE to .570 FTE for the 2020–21 academic year, pursuant to the provisions of Education Code § 87483 and contingent upon approval from STRS.
- The Governing Board approved a reduced workload assignment for Mary Jane Ross, instructional specialist, from 1.00 FTE to .80 FTE for the 2020–21 academic year, pursuant to the provisions of Education Code § 87483 and contingent upon approval from STRS.
- The Governing Board ratified the temporary increase in assignment for Administrative Assistant II, Health Sciences from .475 to .85 FTE for the period of January 6, 2020, through April 30, 2020
- The Governing Board approved the temporary increase in assignments of .475 contract employees in Visual and Performing Arts to work a maximum of eight hours per day for no more than twenty consecutive days and for a period that will not exceed seventy-five days during the 2019–20 fiscal year
- The Governing Board confirmed regular status with the district for Brent Bracamontes, instructor, communication studies.
- The Governing Board confirmed regular status with the district for Maryline Chemama, instructor, chemistry.
- The Governing Board confirmed regular status with the district for Jayne Clark-Frize, instructor, vocational nursing.
- The Governing Board confirmed regular status with the district for Susanna Galvez, counselor, extended opportunity programs and services.
- The Governing Board confirmed regular status with the district for Lizzete Garcia, counselor.
- The Governing Board confirmed regular status with the district for Rocio Garcia, counselor.
- The Governing Board confirmed regular status with the district for Bradley Hughes, instructor, astronomy.
- The Governing Board confirmed regular status with the district for Megan Keebler, instructional specialist.
- The Governing Board confirmed regular status with the district for Julie Law, counselor, at-risk.
- The Governing Board confirmed regular status with the district for Karin Nelson, instructor, accounting.
- The Governing Board confirmed regular status with the district for Ava Nguyen, instructor, communication studies.
- The Governing Board confirmed regular status with the district for William O'Neil, instructor, industrial electrical technology.
- The Governing Board confirmed regular status with the district for Don Schroeder, instructor, broadcasting.
- The Governing Board confirmed regular status with the district for Hannah Seidler-Wright, instructor, mathematics.
- The Governing Board confirmed regular status with the district for Allison Tripp, instructor, anthropology.

MONITORING

The following report was submitted to the Governing Board for their information:

Board Partnership Report

Recruitment Analysis Monitoring Report

Quarterly Investment Report

CONSENT AGENDA

A motion was made by Ms. Brugger, seconded by Mr. McDougal to approve the consent agenda as presented.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

Through this action, the following were approved (2020-2021 Board Meeting Dates through Student Discipline).

GOVERNANCE PROCESS

The Governing Board approved the 2020-2021 Board meeting dates.

The minutes of the January 23, 2020, regular board meeting were approved as presented.

The minutes of the January 31, 2020, special board meeting were approved as presented.

The Governing Board approved the date change of the March Board meeting to Thursday, March 19, 2020.

The Governing Board approved a resolution to order a biennial election for governing board members whose terms expire April 3, 2020.

ACADEMIC AFFAIRS

The Governing Board approved 30 course modifications and 2 distance education courses for the Chaffey College 2020-2021 Catalog.

The Governing Board received the draft of the Educational Master Plan for first reading and discussion.

BUSINESS/FISCAL AFFAIRS

The Governing Board approved Amendment 02 to increase the amount of the California Department of Education 2019-2020 California State Preschool program (CSPP-9418) by \$131,305.

The Governing Board approved the Statewide Director, Advanced Manufacturing Grant from the California Community Colleges Chancellor's Office in the amount of \$372,000 for the period of October 7, 2019 through September 30, 2020.

The Governing Board adopted the non-resident tuition fee of \$290 per semester unit for the 2020-2021 fiscal year with a capital outlay fee of \$16.

The Governing Board approved the determination that the Chino Campus Instructional Building project does not meet any of the circumstances from Section 15162 of the California Environmental Quality Act (CEQA) Guidelines and that an Addendum (per Section 15164 of the CEQA Guidelines) to the previously-certified College Park Specific Plan Environmental Impact report (EIR) is the appropriate CEQA compliance document for the Project.

The Governing Board adopted Resolution 22720, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

The Governing Board approved the Memorandum of Understanding between the Riverside Community College District (RCCD) and the Chaffey College Community District for the Workforce Accelerator Grant (WAF) 7.0 award in the amount of \$25,000 from the date executed until the expiration of funds and/or October 31, 2020.

HUMAN RESOURCES

The Governing Board adopted the District's initial proposal and to open contract negotiations with the California School Employees Association, Chapter 431.

The Governing Board approved the employment contract between the Governing Board of the Chaffey Community College District and the Superintendent/President.

The Governing Board approved a memorandum of understanding between the Chaffey Community College District and the Chaffey College Faculty Association (CCFA).

STUDENT SERVICES

The Governing Board denied future readmission to the college for the

non-student with identification number 6276 from the Chaffey Community College District for violations of the Student Behavior Code and California Penal Code sections.

ACTION AGENDA
BUSINESS/FISCAL AFFAIRS

The Governing Board approved Resolution No. 22720A, a Resolution of the Governing Board of Chaffey Community College District authorizing the issuance of Chaffey Community College District (San Bernardino County, California) 2020 general obligation refunding bonds on the motion of Ms. Brugger, second of Mr. McDougal.

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

The Governing Board authorized the District to enter into eight, five-year term, on-call professional services agreements in the amount not to exceed \$1,000,000 for each agreement with Carrier Johnson + Culture of Los Angeles, California; DLR Group of Riverside, California; HGA of Santa Monica, California; HMC Architects of Ontario, California; IBI Group of Los Angeles, California; Lionakis of Newport Beach, California; LPA of Irvine, California; and PBWS Architects of Pasadena, California, for Request for Qualifications (RFQ) No. 2020PW394 Architect, Criteria Architect, and Commissioning Services, on the motion of Mr. Ovitt, second of Mr. McDougal.

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

The Governing Board authorized the District to enter into two, five-year term, on-call professional services agreements with Psomas of Riverside, California, and Site Scan of Rancho Cucamonga, California, for Request for Qualifications (RFQ) No. 2020PW395 Underground Utilities Locate Services in the amount not to exceed \$1,000,000 for both firms, on the motion of Ms. Brugger, second of Mr. Ovitt.

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

The Governing Board authorized Chaffey Community College District to enter into a contract with Ocelot (CareerAmerica, LLC) of Boulder, Colorado for the Ocelot cloud-based chatbot and video content platform, which is a customizable online learning platform designed to assist students on a 24-hour basis with routine questions through the Chaffey website, on a sole source basis for the services they exclusively provide as described herein, pursuant to California Public Contract Code, Section 3400, in the amount not to exceed \$128,334, on the motion of Mr. McDougal, second of Mr. Ovitt.

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

The Governing Board authorized the District to enter into Contract No. 2020PW393 with 19Six Architects of Corona, California, for Request for Qualifications (RFQ) No. 2020PW393 for Professional Services – Americans with Disabilities Assessment (ADA) and develop an updated implementation plan in the amount not to exceed \$185,800 for all services including reimbursable expenses, on the motion of Mr. Ovitt, second of Ms. Brugger.

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

The Governing Board approved the agreement with B. Braun Medical Inc. to design, develop and deliver Industrial Maintenance Skills training in the amount of \$189,700, on the motion of Mr. McDougal, second of Mr. Ovitt.

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

The contract, purchase order, and warrant lists were ratified on the motion of Ms. Brugger, second of Mr. McDougal. (These lists have been made part of the minutes of this meeting.)

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

CEO/STAFF REPORTS

Henry Shannon presented the Board with copies of his monthly report. The report highlighted the Dialogue with the Board quarterly meeting, National CORE potential partnership meeting, superintendent meetings with Ontario-Montclair and Fontana School Districts, San Bernardino County Regional Business Summit, Rancho Cucamonga Mayor's State of the City Address, California Labor Secretary Julie Su's visit to the InTech Center, and student services highlights.

Dr. Shannon announced that Dr. Bishop received the W.E.B. Du Bois Award from the Inland Valley News. Dr. Shannon also announced that the College recently received budget news from the State and asked Lisa Bailey, associate superintendent, business services and economic development, to give a brief update on the 2018-19 budget revise. Ms. Bailey explained that implementation of the new Student Centered Funding Formula (SCFF) in 2018-19 was challenging, with the college experiencing a deficit of approximately \$7 million last year. The College has received some positive improvements about adjustments to funding.

Ms. Bailey explained that preliminary recalculations released this week by the Chancellor's Office indicate that Chaffey College will receive all but \$279,271 of earned funding, totaling \$107,337,933 for 2018-19, although much of the augmentation is one-time funding. However, the projection for 2019-20 from the Chancellor's Office of available ongoing Chaffey revenue has been reduced from \$107 million in 2018-19 to \$104 million in 2019-20. This reduction may signal a potential decline in funding and/or increased fiscal uncertainty. Ongoing monitoring and advocacy efforts will be a priority.

Interim Faculty Senate President Nicole DeRose provided Board members with the Faculty Senate's monthly report, and she highlighted faculty members Stan Hunter, visual and performing arts; Stephen Calebotta, language arts; and John Fay, math and science.

Ms. DeRose read a resolution regarding information technology failures (the resolution is attached).

President McLeod expressed concern that Faculty Senate passed a resolution when it was her understanding that this issue was addressed at the Dialogue with the Board meeting and that it was resolved that a plan would be developed to address these concerns.

Dr. Shannon responded that this issue was discussed at the Executive Team meeting and a plan is currently under development. Dr. Shannon

suggested that members of Faculty Senate be involved in the process to find solutions.

Trustee McDougal questioned the deadline of April 1 mentioned in the Faculty Senate resolution. Ms. Siddiqi, associate superintendent of administrative services, responded that work has begun and her staff can provide an update of what has already been completed to date, but that some of the plan may take a significant amount of time to complete.

CCSG President Nikeenia Williams added that kiosks where DPS students can access and print their schedules using USB should be included in an IT plan.

Classified Senate vice president, Sarah Schmidt provided a monthly report and highlighted Kelly Kindred, instructional assistant IV at the Fontana Success Center.

CSEA President Monica Han gave a shout out to UMOJA for their events honoring Black History Month and for sharing their buttons. Ms. Han made a statement regarding the minutes from the January Governing Board meeting regarding CSEA automatically receiving COLA. (This statement has been made a part of the meeting minutes.)

President McLeod inquired as to how the Board was notified of the CSEA-sponsored Chaffey College Governing Board candidates' forum. She stated that she was not notified. Ms. Han responded that the invitation was sent to Chaffey College email addresses. Ms. McLeod stated that she never uses her Chaffey email address.

CCFA President Jonathan Ausubel stated that the California Teachers Association is strongly supporting Proposition 13. He provided a handout titled *Schools and Community First*. Mr. Ausubel indicated that he would like to work with CCSG to organize a voter registration drive. He commented that a large amount of Chaffey students are not registered to vote and do not care to be. He stated that we have a very large voter base at the College.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Gary Ovitt thanked Dr. David Rentz and the choral group for their performance at the Report to the Community.

President McLeod asked for an update on the Information Technology issue by April 1.

Trustee McDougal urged everyone to vote on March 3, and expressed his support of Proposition 13, which would benefit students and schools.

Trustee McDougal requested that the oversight responsibilities of the Board over CCSG be discussed at an upcoming Governing Board meeting.

Mr. McDougal also requested that hydration stations be added to the next Dialogue with the Board agenda.

Nikeenia Williams stated that EBT is not being accepted at the student stores at Fontana and Chino campuses, but is being accepted at the Panther Express on the Rancho Cucamonga campus. She explained that students rely on this to pay for their food. Dr. Shannon replied that the College would look into this.

ADJOURNMENT

The meeting was adjourned at 5:29 p.m.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, March 19, 2020, at the Chino Campus Community Center.

President

Clerk