

**San Bernardino Community College District
Regular Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, January 15, 2015 – 4:00 p.m. – Board Room**

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- a. Conference with Labor Negotiators, Government Code 54957.6
Agency Negotiators: Bruce Baron and Jack Miyamoto
CTA, CSEA, Management/Supervisors, Confidential Employees
- b. Public Employee Performance Evaluation, Government Code 54957
Title: Chancellor

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

The San Bernardino Community College Board of Trustees welcomes public comment on any issue within the jurisdiction of the District. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action.

Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 382-4091 as far in advance of the Board meeting as possible.

4. CONVENE CLOSED SESSION

5. RECONVENE PUBLIC MEETING

6. REPORT OF ACTION IN CLOSED SESSION

7. INSTITUTIONAL PRESENTATIONS

- a. 2014-2015 Sabbatical Leave Reports: Sabbatical Leave Reports: Julie McKee, CHC and Michael Slusser, SBVC
- b. Cenergistic Energy Excellence Award for San Bernardino CCD, Ed Graff & Tom Welsh, Cenergistics

8. APPROVAL OF MINUTES

- a. Minutes December 11, 2014 (p.5)

9. REPORTS

- a. Board Members
- b. Student Trustees
- c. Chancellor
 - i. Board Information Requests (p.13)
- d. CHC
 - i. President
 - ii. Academic Senate
 - iii. Classified Senate
 - iv. Associated Students
- e. SBVC
 - i. President
 - ii. Academic Senate
 - iii. Classified Senate
 - iv. Associated Students
- f. CTA
- g. CSEA

10. PUBLIC COMMENT

The San Bernardino Community College Board of Trustees welcomes public comment on any issue within the jurisdiction of the District. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 382-4091 as far in advance of the Board meeting as possible.

11. CONSENT AGENDA

The Consent Agenda is expected to be routine and non-controversial. It will be acted upon by the Board at one time without discussion. Any member of the Board, staff member or citizen may request that an item be removed from this section for discussion.

- a. INSTRUCTIONAL/STUDENT SERVICES
 - i. Consideration of Approval of Curriculum – SBVC (p.18)
 - ii. Consideration of Approval of Curriculum – CHC (p.66)
 - iii. Consideration of Approval of Donation – Automotive Department (p.77)
 - iv. Consideration of Approval of Donation – Music Department (p.78)
- b. HUMAN RESOURCES
 - i. Consideration of Acceptance of Classified Employee Resignation (p.79)
 - ii. Consideration of Approval of Adjunct and Substitute Academic Employees (p.80)

- iii. Consideration of Approval of Classified Employees (p.83)
 - iv. Consideration of Approval of District Volunteers (p.84)
 - v. Consideration of Approval of Employment Rescission (p.87)
 - vi. Consideration of Approval of Extension of Management Contract (p.88)
 - vii. Consideration of Approval of Faculty Chair Stipend (p.89)
 - viii. Consideration of Approval of Head and Assistant Coach Stipends (p.90)
 - ix. Consideration of Approval of Interim Management Appointment (p.92)
 - x. Consideration of Approval of Management Appointment (p.93)
 - xi. Consideration of Approval of Non-Instructional Pay for Academic Employees (p.94)
 - xii. Consideration of Approval of Professional Expert Short-Term and Substitute Employees (p.97)
 - xiii. Consideration of Approval of Reclassification of Ms. Veronica Lehman (p.105)
 - xiv. Consideration of Approval of Revision of Management Job Descriptions (p.106)
 - xv. Consideration of Approval of Salary Step Advancement for Management Employee (p.117)
 - xvi. Consideration of Approval of Temporary Academic Employee (p.118)
 - xvii. Consideration of Approval of Transfer for Classified Employee (p.119)
- c. FISCAL SERVICES
- i. Consideration of Approval of Conference Attendance (p.120)
 - ii. Consideration of Approval of District & College Expenses (p.126)
 - iii. Consideration of Approval of Individual Memberships (p.130)
 - iv. Consideration of Approval of Routine Contracts (p.132)
 - v. Consideration of Approval of Surplus Property (p.160)

12. ACTION AGENDA

a. INSTRUCTIONAL/STUDENT SERVICES

b. HUMAN RESOURCES

c. FISCAL SERVICES

- i. Consideration of Acceptance of Classified Employee Retirement (p.162)
- ii. Consideration of Approval of Board Policies (p.163)
- iii. Consideration of Approval of Board Policy 6320 – Investments (p.178)
- iv. Consideration of Approval of Budget Adjustments (p.184)
- v. Consideration of Approval of Charitable Gift Agreement (p.192)
- vi. Consideration of Approval of District Strategic Plan for 2014-20 (p.194)
- vii. Consideration of Approval of Nonresident Tuition and Capital Outlay Fees (p.252)
- viii. Consideration of Approval of Professional Services Contracts (p.255)
- ix. Consideration of Approval to Award Bid & Contract - Cal-City (p.260)
- x. Consideration of Approval to Ratify a Contract - Three Peaks (p.265)
- xi. Consideration of Approval of Amendment 002 – HMC (p.268)
- xii. Consideration of Approval of Measure M Construction Change Orders & Amendments (p.273)
- xiii. Consideration of Approval of the Proposed Budgets for the Economic Development and Corporate Training Foundation (EDCT Foundation) for Fiscal Years 2014-15 (4 months) and 2015-16 (p.279)

13. INFORMATION ITEMS

- a. Advancement in Rank – CHC (p.284)
- b. Applause Cards (p.286)
- c. Budget Report (296)
- d. Clery Report (p.338)
- e. General Fund Cash Flow Analysis (p.340)
- f. Local Hire Summary (p.342)
- g. MOU Interim Assignment Tutorial Center Coordinator (p.401)
- h. Purchase Order Report (p.403)
- i. Summary of Measure M Construction Contract Change Orders and Amendments (p.409)

14. ADJOURN – the next Board of Trustees meeting will be Thursday, February 19, 2015

**San Bernardino Community College District
Meeting Minutes of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, December 11, 2014 – 4:00 p.m. – Board Room**

CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Ferracone called the meeting to order at 4:00pm. Trustee Williams led the pledge of allegiance. President Ferracone introduced the dignitaries and past trustees that were present at the meeting.

Members Present:

Donna Ferracone, President
Dr. Kathleen Henry, Vice President
John Longville
Donald Singer
Gloria Macias Harrison
Joseph Williams, Clerk
Nickolas W. Zoumbos
Alexis Panaguiton, Student Trustee, CHC
Tiffany Guzman, Student Trustee, SBVC

Members Absent:

None

Administrators Present:

Bruce Baron, Chancellor
Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, Interim President, SBVC
Dr. Jack Miyamoto, Human Resources Consultant
Timothy L. Oliver, Interim Vice Chancellor Fiscal Services

Administrators Absent:

None

LIBATION CEREMONY AND OATH OF OFFICE TO RE-ELECTED TRUSTEES

A Libation Ceremony was performed for re-elected Trustee Williams. San Bernardino County Supervisor James Ramos administered the Oath of Office to Donna Ferracone, Donald Singer, and Joseph Williams.

ORGANIZATIONAL MEETING OF THE BOARD

To Elect Officers – President, Vice President, and Clerk

Trustee Singer motioned, Trustee Williams seconded the motion and the board members voted as follows:

To nominate John Longville as President of the Board.

AYES:	Longville, Singer, Williams, Zoumbos
NOES:	Ferracone, Harrison, Henry
ABSENT:	Guzman (SBVC Student Trustee), Panaguiton (CHC Student Trustee)
ABSTENTIONS:	None

John Longville took over as president of the board meeting.

Trustee Ferracone moved, Trustee Singer seconded, and the Board members voted as follows:

To nominate Dr. Kathleen (Katy) Henry as Vice President of the Board:

AYES:	Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry
NOES:	None

ABSENT: Guzman (SBVC Student Trustee), Panaguiton (CHC Student Trustee)
ABSTENTIONS: None

Trustee Henry moved, Trustee Ferracone seconded, and the Board members voted as follows:
To nominate Joseph Williams as Clerk of the Board:

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry
NOES: None
ABSENT: Guzman (SBVC Student Trustee), Panaguiton (CHC Student Trustee)
ABSTENTIONS: None

Trustee Guzman arrived at 4:15pm

Elect Board Representative and Alternate to the Nominating Committee for the County Committee on School District Organization

Trustee Williams moved, Trustee Henry seconded, and the Board members voted as follows:
To nominate Donna Ferracone as the representative and Gloria Harrison as the alternate to the Nominating Committee for the County Committee on School District Organization:

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Guzman
(SBVC Student Trustee)
NOES: None
ABSENT: Panaguiton (CHC Student Trustee)
ABSTENTIONS: None

Approve Committee Assignments (KVCR Foundation, San Bernardino Regional Emergency Training Center Joint Powers Authority)

Trustees voted by ballot and the Board members voted as follows:
Trustee Harrison voted for Harrison, Ferracone, and Longville
Trustee Henry voted for Henry, Ferracone, and Longville
Trustee Williams voted for Harrison, Ferracone, and Henry
Trustee Singer voted for Harrison, Ferracone, and Henry
Trustee Ferracone voted for Harrison, Ferracone, and Henry
Trustee Zoumbos voted for Harrison, Ferracone, and Henry

By ballot results, Donna Ferracone, Kathleen Henry, and Gloria Harrison as committee members for the KVCR Foundation.

Trustee Williams moved, Trustee Henry seconded, and the Board members voted as follows:
To approve Donna Ferracone as the member representative to the San Bernardino Regional Emergency Training Center Joint Powers Authority.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Guzman
(SBVC Student Trustee)
NOES: None
ABSENT: Panaguiton (CHC Student Trustee)
ABSTENTIONS: None

Approve Committee Appointments to the RDA Successor Agency Oversight Boards

Trustee Harrison moved, Trustee Henry seconded, and the Board members voted as follows:
To approve the committee appointment of Jose Torres to the RDA Successor Agency Oversight Board for the IVDA and the rest of the assignments to remain unchanged as presented.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Guzman
(SBVC Student Trustee)
NOES: None

ABSENT: Panaguiton (CHC Student Trustee)
ABSTENTIONS: None

Approve 2015 Board Meeting Dates

Trustee Singer moved, Trustee Harrison seconded, and the Board members voted as follows:
To approve the 2015 Board meeting dates with the exception of all study sessions to be held at 12:00pm.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Guzman
(SBVC Student Trustee)
NOES: None
ABSENT: Panaguiton (CHC Student Trustee)
ABSTENTIONS: None

ANNOUNCEMENT OF CLOSED SESSION ITEMS

Conference with Labor Negotiators, Government Code 54957.6, Agency Negotiators: Bruce Baron and Jack Miyamoto: CTA, CSEA, Management/Supervisors, Confidential Employees

Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation, Government Code 54956.9(d)(2) and (e)(3): (1 case)

Public Employee Discipline/Dismissal/Release/Non Re-Employment, Government Code 54957 (1 case)

Public Employee Performance Evaluation, Government Code 54957, Title: Chancellor

Trustee Panaguiton arrived at 5:15pm
Trustee Guzman left early at 5:30pm

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

Leonard Lopez commented on item #4d

CONVENE CLOSED SESSION

Closed session convened at 4:36pm

RECONVENE PUBLIC MEETING

Closed session reconvened at 5:27pm

REPORT OF ACTION IN CLOSED SESSION

By unanimous vote, the board decided to terminate employee #27002 a probationary classified employee in the classification of college security officer.

PUBLIC COMMENT

Public comments were made in support and against the Project Labor Agreement (PLA)/Community Benefits Agreement (CBA).

Trustee Williams moved, Trustee Harrison seconded, and the Board members voted as follows:
To extend the time for public comments for one additional minute to hear from the opposing side.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton
(CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Additional Public comments were made against the PLA/CBA.

Trustee Panaguiton moved, Trustee Zoumbos seconded, and the Board members voted as follows:
To extend the time for public comments for ten additional minutes.

AYES: Longville, Zoumbos, Ferracone, Harrison, Panaguiton (CHC Student Trustee)
NOES: Singer, Williams, Henry
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Additional Public comments were made in support and against the PLA/CBA

Trustees asked questions and made recommendations of William Perez with regard to the CBA that was presented for consideration of approval by the board.

Members of the board were invited to ask questions regarding the PLA / CBA by president Longville. Dr. Henry asked, of Mr. Perez, that the board's goals from the local hire policy are included in the PLA. Mr. Perez agreed to link the PLA to the board's local hire policy. Trustee Harrison asked for the PLA to be reviewed annually and also asked for a provision to be included to allow an escape clause. Trustee Williams asked in any case that the document talks about minority, women, or veteran owned businesses that we add language that says, "As set forth by the California Construction Code" along with the code. Trustee Williams also asked for additional language to be included in the PLA as presented to Mr. Perez. Trustee Henry recommended that the local hire, WIB, women, minority, and veterans language be included in the PLA. The Chancellor concurred with Trustee Henry and will make sure the language is included in the PLA. Trustee Ferracone did not feel the whole community had a chance to discuss the PLA. She feels we are doing a good job with our current policy and does not feel the need to change it with a PLA. Trustee Zoumbos concurred with Ferracone. Trustee Harrison suggested that in addition to the language change that says at the end of the current agreement it will not be renewed without the board's specific vote and the Board reviews the contract annually. Chancellor clarified that these are segregated funds that have a segregated purpose and the PLA is not taking funds away from students. He has found no evidence that this agreement will not cost additional money.

Consideration of Approval of a Community Benefits Agreement for Measure M Projects

Trustee Singer moved, Trustee Williams seconded, and the Board members voted as follows:
To approve the CBA with the changes that came by consensus from Trustee Henry, Harrison, and Williams.

AYES: Longville, Singer, Williams, Zoumbos, Henry
NOES: Ferracone, Harrison, Panaguiton (CHC Student Trustee)
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

***Convened to break at 7:17pm
Reconvened to the board meeting at 7:27pm***

Leonard Lopez made a public comment on items #15b3 and 15b2

INSTITUTIONAL PRESENTATIONS

Consideration to Adopt Resolution to Congratulate ICUC PICO for Successful Civic Engagement of Youth in 2014 Elections

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:
To adopt the resolution to congratulate ICUC PICO for successful civic engagement of youth in 2014 election.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Tim Oliver accepted the Green California Schools and Community Colleges Summit Award on behalf of for San Bernardino CCD and explained the award to the board.

Amanda Markey and Dillon McDonald gave a presentation to the board on Crafton Hills College Master Student Program as submitted.

APPROVAL OF MINUTES

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:
To approve the minutes of November 13, 2014 and November 17, 2014.

AYES:	Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton (CHC Student Trustee)
NOES:	None
ABSENT:	Guzman (SBVC Student Trustee)
ABSTENTIONS:	None

REPORTS

Board Members

Trustee Harrison presented an old book on Valley College from 1969 to President Fisher.

Trustee Henry attended CCLC Annual Conference and attended a session on ethics.

Trustee Ferracone has been attending all holiday parties.

Trustee Williams has spent a lot of time going door to door in our district to meet the people. He found there is a need for customer service training, cross training in Veterans programs, affordable textbooks, and extended time for library hours. He toured the ports through IEEP, attended both College holiday parties, Fire Academy graduation, Crafton Hills reception, student financial aid forum at Valley.

Student Trustees

Alexis attended General Assembly, CBOC meeting, Friends of Friends luncheon at Crafton, and gave feedback on the educational plan tool for the California Community Colleges.

Chancellor gave thanks to Tim Oliver for all of his hard work and wished everyone a happy holiday. Board Information Requests were attached.

SBVC

President – written report was submitted.

Academic Senate – written report was submitted.

Associated Students reported training and workshops have been taking place on campus. General Assembly was attended. Attended ASGA Conference. ASG will have winter retreat at CSUSB.

CHC

President – written report was submitted.

Associated Students held their first cultural show. They gave campus tours to Promise Scholars. Planning Winter retreat in January.

CTA requested time to comment on item 14b7.

CSEA – Colleen Gamboa will be the CSEA President for another year.

Trustee Singer moved, Trustee Henry seconded, and the Board members voted as follows:

To approve the Consent Agenda.

Consideration of Approval of a Facility Use Fee Waiver – SBVC

Consideration of Approval of Curriculum Modifications - CHC

Consideration to Approve the San Bernardino Valley College Child Development Center Parent Handbook

Consideration of Approval of Adjunct and Substitute Academic Employees
Consideration of Approval of Classified Employee Promotion
Consideration of Approval of Classified Employees
Consideration of Approval of District Volunteers
Consideration of Approval of Interim Management Appointments
Consideration of Approval of Non-Instructional Pay for Academic Employees
Consideration of Approval of Professional Expert Short-Term and Substitute Employees
Consideration of Approval of Revised Start Date for Classified Employee Promotion
Consideration of Approval of Revisions of Classified Job Descriptions
Consideration of Approval of Temporary Academic Employees
Consideration of Approval of the Title Revision of Management Job Description
Consideration of Approval to Extend Contract for Temporary Academic Employees
Consideration of Approval of 2015-16 and 2016-17 Academic Calendars
Consideration of Approval of Conference Attendance
Consideration of Approval of District & College Expenses
Consideration of Approval of Professional Services Contracts
Consideration of Approval of Routine Contracts
Consideration of Approval to Surplus Property

Items Pulled From Consent Agenda:

Consideration of Approval of Student Equity Plan – CHC
Consideration of Approval of Student Equity Plan – SBVC

Trustee Williams requested for a first reading before considering for approval of student equity plans in the future. Board members agreed to have a presentation at the February board meeting to address access to classes, what is needed to remove these barriers? As the plan is implemented, can the board receive a regular update?

Trustee Williams moved, Trustee Harrison seconded, and the Board members voted as follows:
To approve the Student Equity Plans for CHC and SBVC.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton
(CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Consideration of Approval of Ratification of CSEA Tentative Agreement

Trustee Harrison moved, Trustee Henry seconded, and the Board members voted as follows:
To approve the CSEA Tentative Agreement with the caveat that CSEA and CTA will work out the language in article 24 until both are satisfied with the pay schedule. CSEA will reopen and renegotiate Article 24 of the agreement at the January board meeting.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton
(CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Consideration of Approval of Application to Participate in a California Community Colleges Baccalaureate Degree Pilot Program

Trustee Harrison moved, Trustee Henry seconded, and the Board members voted as follows:
To approve the application to participate in a California Community Colleges Baccalaureate Degree Pilot Program.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton
(CHC Student Trustee)

NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Consideration of Acceptance of Classified Employee Retirements

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows:
To accept the retirement of Gordon Saunders, Broadcast Operator, District, and Jimmy King, HVAC/R Technician, SBVC.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Consideration of Approval to Appoint President of San Bernardino Valley College

Trustee Harrison moved, Trustee Henry seconded, and the Board members voted as follows:
To approve the appointment of Dr. Gloria Fisher, President, San Bernardino Valley College.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Consideration of Approval to Ratify Employment Agreement for President of San Bernardino Valley College

Trustee Harrison moved, Trustee Singer seconded, and the Board members voted as follows:
To ratify the employment agreement with Dr. Gloria Fisher, President, San Bernardino Valley College.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Trustee Henry moved, Trustee Singer seconded, and the Board members voted as follows:

To approve all items under fiscal services as follows:

Consideration of Approval of Amendment 004 - HMC Architects

Consideration of Approval of Amendment 004 to the Kitchell CEM, Inc. Contract

Consideration of Approval of Authorized Signature List

Consideration of Approval of Board Policies for 1st Reading

Consideration of Approval to Accept the Legal Updates #25 from the Community College League of California

Consideration of Approval of Budget Adjustments

Consideration of Approval to Award RFP and Contract – Questica

Consideration of Approval to Reappoint Member to the CBOC – Coate

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Consideration of Approval of Construction Contract Amendment 01 – Swinerton

Trustee Williams moved, Trustee Harrison seconded, and the Board members voted as follows:

To approve Amendment 01, in the amount of \$1,480,000, to the Swinerton Builders lease-leaseback contract for construction of the SBVC Gym.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton
(CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Consideration of Resolution to Acknowledge the Reverend Martin Luther King, Jr. Holiday, January 19, 2015
Trustee Harrison moved, Trustee Henry seconded, and the Board members voted as follows:
To adopt a resolution to recognize the contributions of spiritual leader and educator, the Rev. Martin Luther King, whose contributions in furtherance of respect and tolerance for all are recognized as a national holiday on Martin Luther King Day, January 19, 2015.

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton
(CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

Consideration to Adopt a Resolution expressing Support for the United Nations designation of January 27, 2015 as International Holocaust Remembrance Day
Trustee Henry moved, Trustee Singer seconded, and the Board members voted as follows:
To adopt a resolution proclaiming January 27, 2015 as "International Holocaust Remembrance Day".

AYES: Longville, Singer, Williams, Zoumbos, Ferracone, Harrison, Henry, Panaguiton
(CHC Student Trustee)
NOES: None
ABSENT: Guzman (SBVC Student Trustee)
ABSTENTIONS: None

INFORMATION ITEMS

Applause Cards
Budget Report
District Clery Act Compliance Report
General Fund Cash Flow Analysis
Local Hire Summary
MOU Grishow
Purchase Order Report
Quarterly Financial Status Report
Student Success Plan – CHC 2014
Summary of Measure M Construction Contract Changes

ADJOURN

President Longville adjourned the meeting at 9:08pm.

Joseph Williams, Clerk
San Bernardino Community College District
Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: January 15, 2015
SUBJECT: Board of Trustees Information Requests

RECOMMENDATION

This item is for information only. No action is required.

ANALYSIS

The Board of Trustees requested a form be developed to track requests made by the board and updates be provided at board meetings.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention, and Success
- III. Resource Management for Efficiency, Effectiveness, and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

No impact to the budget.

**San Bernardino Community College District
2014-2015 Board of Trustees Information Requests
(updated 12/24/14)**

Date of Request: 10/10/2013
Requested by: Trustee Williams
Planned Completion Date: Ongoing

Request: Review current policies and bylaws to make sure they reflect current board realities

Comments: Planned work with Community College League consultant to review all Board policies and procedures for updates based on current legal recommendations and draft policies or procedures that are required but not currently in place. 1st committee meeting with Dr. Jane Wright on January 30, 2014. Multiple meetings with various work groups have taken place and are scheduled to go through the collegial consultation process. District Assembly adopted a new review process and has implemented for a more expeditious process as of 4/1/14. January-June 2014 + time through collegial consultation process.

Date of Request: 6/12/2014
Requested by: Trustee Williams
Planned Completion Date: Ongoing

Request: Requested for regular SBVC Foundation Updates.

Comments: Dr. Fisher will provide updates in her President's Reports.

Date of Request: 10/10/2013
Requested by: Trustee Williams
Planned Completion Date: Open

Request: Consider succession planning at the President/CEO and Cabinet levels.

Comments: For discussion with Chancellor's Cabinet. Policies are being developed through CCLC Consultant

Date of Request: 11/13/2014
Requested by: Trustee Ferracone
Planned Completion Date: Open

Request: Trustee Ferracone would like the board to consider developing a policy on the hiring of a college president.

Comments: To be considered as we get through the policies and procedures updates.

Date of Request: 11/17/2014
Requested by: Trustee Williams
Planned Completion Date: 02/19/15

Request: Trustee Williams asked if the District could be a developing partner in the project. He would like to if there any other districts that do something similar and how much unrestricted revenue could be generated.

Comments: The City staff will work with district staff to respond.

Date of Request: 11/17/2014
Requested by: Trustee Singer
Planned Completion Date: 02/19/15

Request: Trustee Singer would like to know experiences from other community colleges, what they charge, and results.

Comments: The City staff will work with district staff to respond.

Date of Request: 5/29/2014
Requested by: Trustee Williams
Planned Completion Date: 01/15/15

Request: To change budget cycle to begin review in the fall.

Comments: Chancellor indicated this can begin with the 2015-2016 budget calendar.

Date of Request: 3/13/2014
Requested by: Trustee Williams
Planned Completion Date: 03/04/15

Request: Would like the board to consider sponsoring students to attend and/or organize a group to present at the A2Mend Conference next year.

Comments: Conference to be held 3/4/15-3/6/15 at LAX Westin.

Date of Request: 9/11/2014
Requested by: Trustee Harrison
Planned Completion Date: Completed

Request: Trustee Harrison asked that a directive for the new 2015-2016 budget be added to include: The reserve fund be used for short term projects and also to be used for one time cost.

Comments: To be included with the 2015-2016 Directives are sent to the board for approval.

Date of Request: 8/14/2014
Requested by: Trustee Henry
Planned Completion Date: Completed

Request: Requested for additional information on the results of the Adult Education and Town Hall meetings that took place between December 2013 and February 2014.

Comments: Sent with Chancellor's Chat on 8/22/14.

Date of Request: 8/14/2014
Requested by: Trustee Harrison
Planned Completion Date: Completed

Request: Requested the Board to pass a resolution supporting a community college state-wide allocation model that considers college-going rate unemployment, poverty rates and other factors that can be included in a "Districts in Greatest Need" model.

Comments: Resolution sent to the board 10/9/14.

Date of Request: 8/14/2014
Requested by: Trustee Williams
Planned Completion Date: Completed

Request: Trustee Williams asked if we could look into the comments made about the job developer at SBVC.

Comments: Sent with Chancellor's Chat on 8/22/14.

Date of Request: 8/14/2014
Requested by: Trustee Henry
Planned Completion Date: Completed

Request: Dr. Henry asked for what was presented previously compared to what is currently presented and what the difference was.

Comments: Sent with Chancellor's Chat on 8/22/14.

Date of Request: 9/9/2014
Requested by: Trustee Williams
Planned Completion Date: Completed

Request: Requested future presentations include the conversion of FTES to # of students. He would also like to see what the goal is and where we are currently.

Comments: Sent with Chancellor's Chat on 9/19/14.

Date of Request: 9/9/2014
Requested by: Trustee Harrison
Planned Completion Date: Completed

Request: Requested for a projection of the budget if the unfunded FTES remained at 804 and how long could this be sustained?

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 9/9/2014
Requested by: Trustee Williams
Planned Completion Date: Completed

Request: Requested a list of positions that were approved to be filled.

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 9/9/2014
Requested by: Trustee Ferracone
Planned Completion Date: Completed

Request: Requested for a breakdown for faculty positions.

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 9/9/2014
Requested by: Trustee Harrison
Planned Completion Date: Completed

Request: Requested for a breakdown for staffing positions.

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 9/11/2014
Requested by: Trustee Singer
Planned Completion Date: Completed

Request: Trustee Singer asked to see statistics of transfer and or success rate of the Left Lane Project.

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 11/14/2013
Requested by: Trustees Williams & Henry
Planned Completion Date: Completed

Request: Board of Trustees were encouraged to participate and go through safety overview training. Trustee Henry asked for clarification on topics 1-4. She understood this as more of a safety training overview and asked Trustee Williams to elaborate on what his r

Comments: Topics to include:
1. Workers' Compensations data - frequency/severity/ what the data means/process for filing a claim in the district
2. MSDS now SDS database – How it works
3. Safety training monthly statistics on training completion – What the numbers mean
4. Emergency preparedness/Table-top exercise training in the Spring.
Safety training overview focusing on what is the board's role if there is an earthquake? Great Shake-out simulation.
Presentation completed at 11/13/14 board meeting.

Date of Request: 10/9/2014
Requested by: Trustee Longville
Planned Completion Date: Considered

Request: Trustee Longville requested the presence of a representative from RCC at the next board meeting.

Comments: Chancellor will submit information to the board as requested.

Date of Request: 10/9/2014
Requested by: Trustee Harrison
Planned Completion Date: Considered

Request: Trustee Harrison asked that we make sure the agreement entered into is better than what we now have. Reports of contractors and subcontractor should include minority and women owned designation. Would also like feedback from RCC

Comments: Chancellor will submit information to the board as requested.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Gloria Fisher, President, SBVC
PREPARED BY: Dr. Haragewen Kinde, Vice President, Instruction SBVC
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Curriculum - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve the SBVC curriculum modifications.

OVERVIEW

The courses, certificates and degrees at SBVC are continually being revised and updated to reflect and meet student needs.

ANALYSIS

These courses have been approved for addition, modification, deletion and distributed education by the Curriculum Committee of the Academic Senate and will be included in the 2015-2016 College Catalog.

BOARD IMPERATIVE

II. Learning Centered Institution for Student Access, Retention and Success

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO VALLEY COLLEGE
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL
January 15, 2015

CONTENT REVIEW NO CHANGES TO COURSE ID, TITLE, HOURS, UNITS, REQUISITES, DESCRIPTIONS
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ASL 111	ESCROW 001	RELIG 175	RTVF 222
ASL 112	GEOG 100	RTVF 101	RTVF 230
CD 115	GIS 100	RTVF 102	SPAN 015
CIT 010	KIN 202	RTVF 130	SPAN 016
CIT 020	LIB 062	RTVF 131	SPAN 104
CIT 114	PHIL 102	RTVF 132	WST 045
CIT 130	POLIT 140	RTVF 134	
CS 130	POLIT 141	RTVF 221	

Rationale: Content review.

Effective: FA15

NEW COURSE

Course ID: ANTHRO 102H

Course Title: Cultural Anthropology - Honors

Units: 3

Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: ENGL 015 or eligibility for ENGL 101 or 101H as determined by the SBVC assessment process.

Catalog Description: This course is an introduction to the anthropological study of human diversity and culture. This course explores human practice, organization, communication, difference, identity, thought, and expression. **This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.**

Schedule Description: This course is an introduction to the anthropological study of human diversity and culture. This course explores human practice, organization, communication, difference, identity, thought, and expression. **This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.**

Rationale: ANTHRO 102 is a requirement for the AA-T anthropology degree. This course will enhance the honors program as anthropology is a popular area of study.

Equate: Will equate with ANTHRO 102 and CHC ANTHRO 102

Effective: FA15

Course ID: ANTHRO 108

Course Title: North American Indians

Units: 3

Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: None.

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or 101H as determined by the SBVC assessment process.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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Catalog Description: This course provides an anthropological view to the study of indigenous peoples and cultures of North America. This course encourages critical thought about anthropological scholarship on the identities and experiences of indigenous peoples and communities of North America. Topics covered include North American Indian origins, culture areas, representations of North American Indians, tribes and legislation, and key issues facing North American Indian communities today.

Schedule Description: This course provides an anthropological view to the study of indigenous peoples and cultures of North America. This course encourages critical thought about anthropological scholarship on the identities and experiences of indigenous peoples and communities of North America. Topics covered include North American Indian origins, culture areas, representations of North American Indians, tribes and legislation, and key issues facing North American Indian communities today.

Rationale: This course is a modification of ANTHRO107 and now to be considered a new course. ANTHRO 107 was cross listed with HIST 107 and both departments no longer wish to offer as a cross listed course.

Effective: FA15

Course ID: ANTHRO 223

Course Title: Independent Study in Anthropology-Guided Research

Units: 1 - 3

Directed 3-9 contact hour(s) per week

Study: Min: 48 - 54 contact hours per semester

Max: 144-162 contact hours per semester

Prerequisite: ANTHRO 222.

Catalog Description: Students with previous coursework in anthropology may do assigned projects involving research and analysis of selected topics. This independent study who are interested in furthering their knowledge of anthropological research and analysis. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Schedule Description: Students with previous coursework in anthropology may do assigned projects involving research and analysis of selected topics. Prior to registration, a written contract must be prepared. See instructor for details.

Rationale: The course will serve as an extension of Anthropology 222, allowing students to not only conduct research, but also analyze and evaluate research (including their own) and more deeply synthesize information in relation to particular theoretical interests.

Effective: FA15

Course ID: BIOL 205

Course Title: Cell and Molecular Biology

Units: 4

Lecture: 3 contact hour(s) per week

48 - 54 contact hours per semester

Laboratory: 3 contact hour(s) per week

48 - 54 contact hours per semester

Prerequisite: CHEM 150 or CHEM 150H and ENGL 015.

Corequisite: CHEM 150 or CHEM 150H.

Departmental Advisory: ENGL 101 or ENGL 101H or eligibility for ENGL 102 or ENGL 102H as determined by the SBVC assessment process.

Catalog Description: This course is an introduction to cellular and molecular aspects of biology emphasizing principles of scientific process, evolution by natural selection, prokaryotic and eukaryotic cell structure and function, classic and molecular genetics, and concepts that integrate cellular with organismal activities. Experimental design concepts and application are emphasized in the laboratory. This is a first semester of a three-semester sequence in introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

Schedule Description: This course is an introduction to cellular and molecular aspects of biology emphasizing principles of scientific process, evolution by natural selection, prokaryotic and eukaryotic cell structure and function, classic and molecular genetics, and concepts that integrate cellular with organismal activities. Experimental design concepts and application are emphasized in the laboratory. This is a first semester of a three-semester sequence in introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

Rationale: This course is associated with the Biology TMC and it is part of the Biology AS/AA degree. Cannot be offered until approved for IGETC.

Equate: Will equate with CHC BIOL 130

Effective: FA15

Course ID: BIOL 206

Course Title: Organismal Biology

Units: 4

Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: BIOL 205.

Departmental Advisory: ENGL 101 or ENGL 101H or eligibility for ENGL 102 or ENGL 102H as determined by the SBVC assessment process.

Catalog Description: This course is an introduction to the diversity of organisms, their structure, function, and adaptations to the environment. The course requires participation in field trips. This course is part of a three-semester sequence in introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

Schedule Description: This course is an introduction to the diversity of organisms, their structure, function, and adaptations to the environment. The course requires participation in field trips. This course is part of a three-semester sequence in introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

Rationale: This course is associated with the Biology TMC and it is part of the Biology AS/AA degree. Cannot be offered until approved for IGETC.

Effective: FA15

Course ID: BIOL 207

Course Title: Evolutionary Ecology

Units: 4

Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: BIOL 205.

Departmental Advisory: ENGL 101 or ENGL 101H or eligibility for ENGL 102 or ENGL 102H as determined by the SBVC assessment process.

Catalog Description: This course is an introduction to the principles of evolution and the ecological processes governing organisms and populations. The course is intended for the pre-professional or biology major. The course requires participation in and completion of a field project and participation in weekend field trips. This course is part of a three-semester sequence in introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

Schedule Description: This course is an introduction to the principles of evolution and the ecological processes governing organisms and populations. The course is intended for the pre-professional or biology major. The course requires participation in and completion of a field project and participation in weekend field trips. This course is part of a three-semester sequence in introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

Rationale: This course is associated with the Biology TMC and it is part of the Biology AS/AA degree. Cannot be offered until approved for IGETC.

Effective: FA15

Course ID: CD 075

Course Title: Family Child Care Practices

Units: 3

Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: None.

Catalog Description: This course is designed to meet the specific needs of the family child care provider. The emphasis is on learning licensing regulations, good business practices, age appropriate curriculum, healthy environments, positive guidance, and basic child development. Other topics include creating partnerships with parents, maintaining health and safety and working with children from diverse backgrounds including children with special needs and disabilities.

Schedule Description: This course is designed to meet the specific needs of the family child care provider including business practices, curriculum and guidance of children.

Rationale: Adding this new course as a 3 unit course is a change from offering 3 one unit courses in Family Child Care. This will help students meet the requirement for the Family Child Care certificate in a more timely manner.

Effective: FA15

Course ID: CD 108

Course Title: Early Childhood Development

Units: 3

Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: None.

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process

Catalog Description: This course covers the development of children from two years to eight years old. Specifically, this course explores prominent theories related to early childhood development, typical and atypical development of children from two to eight years, contextual influences, and methods of studying the development of young children.

Schedule Description: This course explores prominent theories related to early childhood development, typical and atypical development of children from two to eight years, contextual influences, and methods of studying the development of young children.

Rationale: This course is written with intention of articulating with CSU San Bernardino's HD 280 course. Our CD Department has spoken with the Human Development faculty and they are aware that we are creating this course. Students who wish to transfer to CSUSB will be more prepared with lower division units at CSUSB.

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

Course ID: CD 137
Course Title: Play and Materials for Children
Units: 3
Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: None.

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course introduces the theories and pedagogies of play and inquiry based learning and development. A focus of the course is on how play, inquiry, pedagogy, assessment and planning are purposefully and holistically integrated across a range of learning contexts. Child centered approaches are examined with a focus on using environments and resources to plan and support learning and development.

Schedule Description: This course introduces the theories and pedagogies of play and inquiry based learning and development. Child centered approaches are examined with a focus on using environments and resources to plan and support learning and development.

Rationale: This is a revised historical course needed as a full course in understanding children's play related to development. Crafton Hills CD Department still offers this course with this same number.

Equate: Will equate with CHC CD 137

Effective: FA15

Course ID: CIT 099
Course Title: Cisco Certified Network Associate Security
Units: 3
Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisites: CIT 091 and CIT 092.

Catalog Description: Prepare Students for entry-level security specialist careers by developing in-depth understanding of network security principles and the tools and device configurations necessary to create and maintain a secure network. The course includes hands-on activities with networking equipment.

Schedule Description: Prepare Students for entry-level security specialist careers. The course includes hands-on activities with networking equipment.

Rationale: Add a course which will provide students with computer network security skills that are among the most sought after skills for entry-level Information Technology Workers.

Effective: FA15

Course ID: CIT 110
Course Title: Information and Communications Technology Essentials
Units: 4
Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: None.

Catalog Description: This course provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level ICT professionals. The fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional will be introduced. Preparation for CompTIA's A+ certification exam.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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Schedule Description: This course provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level ICT professionals. The fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional will be introduced. Preparation for CompTIA's A+ certification exam.

Rationale: New course to align SBVC curriculum with the Transfer Model Curriculum for Information Technology and Information Systems.

Equate: Will equate with CHC CIS 130

Effective: FA15

Course ID: CIT 128

Course Title: Introduction to Linux OS

Units: 3

Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: None.

Catalog Description: This is an introductory course to the LINUX Operating System and basic linux Operating System environment and commands. These course will cover file system navigation, Graphic User Interfaces(GUI) such as GNOME and KDE, file permissions, the Linux text editors, command shells, and basic network commands. This course is mapped to LINUX LPI Level 1 guidelines.

Schedule Description: This is an introductory course to the LINUX Operating System and basic linux Operating System environment and commands. These course will cover file system navigation, Graphic User Interfaces(GUI) such as GNOME and KDE, file permissions, the Linux text editors, command shells, and basic network commands. This course is mapped to LINUX LPI Level 1 guidelines.

Rationale This course introduces students to the Linux Operation System leading to the Linux LPI level Certification. This course is intended to transfer to both CSU and UC systems.

Effective: FA15

Course ID: CIT 155

Course Title: Systems and Network Administration

Units: 3

Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: CIT 110.

Catalog Description: This is an introductory course to the LINUX Operating System and basic linux Operating System environment and commands. These course will cover file system navigation, Graphic User Interfaces(GUI) such as GNOME and KDE, file permissions, the Linux text editors, command shells, and basic network commands. This course is mapped to LINUX LPI Level 1 guidelines.

Schedule Description: This is an introductory course to the LINUX Operating System and basic linux Operating System environment and commands. These course will cover file system navigation, Graphic User Interfaces(GUI) such as GNOME and KDE, file permissions, the Linux text editors, command shells, and basic network commands. This course is mapped to LINUX LPI Level 1 guidelines.

Rationale This course introduces students to the Linux Operation System leading to the Linux LPI level Certification. This course is intended to transfer to both CSU and UC systems.

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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Course ID: CIT 160
Course Title: Introduction to Information Systems Security
Units: 3
Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisite: CIT 101 and ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: An introduction to the fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. It addresses hardware, software, processes, communications, applications, and policies and procedures with respect to organizational Cybersecurity and Risk Management.

Schedule Description: An introduction to the fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. It addresses hardware, software, processes, communications, applications, and policies and procedures with respect to organizational Cybersecurity and Risk Management.

Rationale: This course fills in a gap in the SBVC CIT program and facilitate the transfer of SBVC students to CSU Information Technology and Information Systems programs.

Effective: FA15

Course ID: ENGL 223
Course Title: Independent Study in English: Writing
Units: 1-3
Directed 3-9 contact hour(s) per week
Study: Min: 48 - 54 contact hours per semester
Max: 144-162 contact hours per semester

Prerequisite: ENGL 101 or ENGL 101H.

Catalog Description: Students with previous course work in English may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of writing. This independent study would be appropriate for students wanting further work and practice in journalism or other forms of non-fiction writing, creative writing, etc. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Schedule Description: Students with previous course work in English may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of writing. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Rationale: Independent Study courses with different emphases need different numbers and descriptions. Our current all-purpose IS English 222 is being split into 3 courses. 223 will cover IS in writing.

Effective: FA15

Course ID: ENGL 224
Course Title: Independent Study in English: Writing
Units: 1-3
Directed 3-9 contact hour(s) per week
Study: Min: 48 - 54 contact hours per semester
Max: 144-162 contact hours per semester

Prerequisite: ENGL 101 or ENGL 101H.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015

Catalog Description: Students with previous course work in English may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of the production of work in print or other text-based media. This independent study would be appropriate for students wanting further work and practice in print publication (print newspaper, magazine or journal production, etc.) or publication for the web (web-based magazine, newspaper, or journal). Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Schedule Description: Students with previous course work in English may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of the production of work in print or other text-based media. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Rationale: Independent Study courses with different emphases need different numbers and descriptions. Our current all-purpose IS English 222 is being split into 3 courses. 223 will cover IS in writing.

Effective: FA15

Course ID: GEOG 130

Course Title: Introduction to Geographic Information Systems (GIS)

Units: 3

Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 942.

Catalog Description: This course provides an introduction to the fundamentals of Geographic Information Systems (GIS), including the history of automated mapping. The course includes a brief introduction to basic cartographic principles, including map scales, coordinate systems and map projections. GIS hardware and software are explored, as are various applications of GIS technology used in environmental science, business and government. (This course is also offered as GEOG 130).

Schedule Description: This course provides an introduction to the fundamentals of Geographic Information Systems (GIS), including the history of automated mapping. The course includes a brief introduction to basic cartographic principles, including map scales, coordinate systems and map projections. GIS hardware and software are explored, as are various applications of GIS technology used in environmental science, business and government. (This course is also offered as GEOG 130).

Rationale: The GIS 130 course is a part of our GIS certificate as well as our AA-T Geography and our AS Geography degrees. In addition, this course already has a C-ID (GEOG 155).

Equate: SBVC GEOG 130

Effective: FA15

Course ID: KINS 100B

Course Title: Intermediate Baseball

Units: 1

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 100A.

Catalog Description: This course is designed to teach intermediate level skills, techniques, strategies, etiquette, and rules of baseball.

Schedule Description: This course is designed to teach intermediate level skills, techniques, strategies, etiquette, and rules of baseball.

Rationale: Leveling as required by Title 5

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

Course ID: KINS 100C
Course Title: Advanced Baseball
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 100B.

Catalog Description: This course is designed to teach advanced level skills, techniques, strategies, etiquette, and rules of baseball.

Schedule Description: This course is designed to teach advanced level skills, techniques, strategies, etiquette, and rules of baseball.

Rationale: Leveling as required by Title 5

Effective: FA15

Course ID: KINS 104B
Course Title: Intermediate Basketball
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 104A

Catalog Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at an intermediate level of performance. Students may also improve their overall physical fitness.

Schedule Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at an intermediate level of performance. Students may also improve their overall physical fitness.

Rationale: Leveling as required by Title 5

Effective: FA15

Course ID: KINS 104C
Course Title: Advanced Basketball
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 104B.

Catalog Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at an advanced level of performance. Students may also improve their overall physical fitness.

Schedule Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at an advanced level of performance. Students may also improve their overall physical fitness.

Rationale: Leveling as required by Title 5

Effective: FA15

Course ID: KINS 108B
Course Title: Intermediate Football
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 108A.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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Catalog Description: This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the intermediate level.

Schedule Description: This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the intermediate level.

Rationale: Leveling as required by Title 5

Effective: FA15

Course ID: KINS 108C

Course Title: Advanced Football

Units: 1

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 108B.

Catalog Description: This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the advanced level.

Schedule Description: This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the advanced level.

Rationale: Leveling as required by Title 5

Effective: FA15

Course ID: KINS 116B

Course Title: Intermediate Soccer

Units: 1

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 116A.

Catalog Description: This course will provide instruction in the skills, techniques and strategies of soccer at the intermediate level of performance. With the application of these techniques and practice, students may also improve their overall fitness.

Schedule Description: This course will provide instruction in the skills, techniques and strategies of soccer at the intermediate level of performance. With the application of these techniques and practice, students may also improve their overall fitness.

Rationale: Leveling as required by Title 5

Equate: Will equate with CHC KIN/S 116B

Effective: FA15

Course ID: KINS 116C

Course Title: Advanced Soccer

Units: 1

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 116B.

Catalog Description: This course will provide instruction in the skills, techniques and strategies of soccer at the advanced level of performance. With the application of these techniques and practice, students may also improve their overall fitness.

Schedule Description: This course will provide instruction in the skills, techniques and strategies of soccer at the advanced level of performance. With the application of these techniques and practice, students may also improve their overall fitness.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

Rationale: Leveling as required by Title 5
Equate: Will equate CHC KIN/S 116B
Effective: FA15

Course ID: KINS 120B
Course Title: Intermediate Softball
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 120A.

Catalog Description: This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at the intermediate level of performance. With the application of these techniques and practice, students will improve their overall fitness.

Schedule Description: This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at the intermediate level of performance. With the application of these techniques and practice, students will improve their overall fitness.

Rationale: Leveling as required by Title 5
Equate: Will equate with CHC KIN/S 193B
Effective: FA15

Course ID: KINS 120C
Course Title: Advanced Softball
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 120B.

Catalog Description: This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at an advanced level of performance. With the application of these techniques and practice, students will improve their overall fitness.

Schedule Description: This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at an advanced level of performance. With the application of these techniques and practice, students will improve their overall fitness.

Rationale: Leveling as required by Title 5
Equate: Will equate with CHC KIN/S 193D
Effective: FA15

Course ID: KINS 124B
Course Title: Intermediate Volleyball
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 124A.

Catalog Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at an intermediate level of performance. Students may also improve their overall physical fitness.

Schedule Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at an intermediate level of performance. Students may also improve their overall physical fitness.

Rationale: Leveling as required by Title 5
Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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Course ID: KINS 124C
Course Title: Advanced Volleyball
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: KINS 124B.

Catalog Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at an advanced level of performance. Students may also improve their overall physical fitness.

Schedule Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at an advanced level of performance. Students may also improve their overall physical fitness.

Rationale: Leveling as required by Title 5

Effective: FA15

Course ID: LIB 063
Course Title: Survey of Literature for Library Technicians
Units: 2
Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester

Prerequisite: LIB 064.

Corequisite: LIB 064.

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This entry-level survey of literature and literary genres is designed to provide the library technician with a foundation to work effectively with library patrons of all ages and reading interests. Students will become familiar with diverse works of prose, poetry, drama, and fiction in relation to library collections and reader's advisory.

Schedule Description: A brief examination of literature and literary genres for the library student to ensure effective interaction with patrons of all ages and reading interests.

Rationale: The purpose of this course is to focus on the literary genres that our students will need to be familiar with when employed in a library. It is a required course attached to the Library Technology Certificate and Degree.

Effective: FA15

Course ID: LIB 070
Course Title: Library Technology and Media Services
Units: 4
Lecture: 4 contact hour(s) per week
64-72 contact hours per semester

Prerequisite: None.

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and LIB 064.

Catalog Description: This class is an introduction to the application and integration of computer systems and media in libraries. Students will be exposed to a variety of computer applications, including online public access catalogs and automated circulation systems. This course provides an overview of a wide variety of media services within a library setting ranging from traditional formats of film and video to the more recent technologies, and social media. In addition, students are introduced to emerging technology and media that could be used in libraries.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
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Schedule Description: This class is an introduction to the application and integration of computer systems and media in libraries.

Rationale: Based on recommendations from the program faculty and due to our preparation for the program's content review, and our continuing efforts to submit the program for partnership with the American Library Associations (ALA) Library Support Staff Certification (LSSC) it has been identified that we need to combine LIB068, Library Media Services with LIB 069, Library Automation into one 4-unit class named Library Technology and Media Services.

Effective: FA15

MODIFY COURSE

COURSE ID	COURSE TITLE
ANTHRO 100	INTRODUCTION TO ARCHAEOLOGY

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course introduces archaeology, its methods and contributions, in an anthropological context. Interested in the material record of the human past, topics in this course include cultural resource management, seriation, interpretation of finds, and selected case studies.

Schedule Description: This course introduces archaeology, its methods and contributions, in an anthropological context. Interested in the material record of the human past, topics in this course include cultural resource management, seriation, interpretation of finds, and selected case studies.

Rationale: This course is required for the AA-T in Anthropology and prepares students for a growing career field (US Bureau of Labor and Statistics).

Equate: Continues to equate with CHC ANTHRO 100

Effective: FA15

COURSE ID	COURSE TITLE
ANTHRO 102	CULTURAL ANTHROPOLOGY

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course is an introduction to the anthropological study of human diversity and culture. This course explores human practice, organization, communication, difference, identity, thought, and expression.

Schedule Description: This course is an introduction to the anthropological study of human diversity and culture. This course explores human practice, organization, communication, difference, identity, thought, and expression.

Rationale: Content Review

Equate: Continues to equate with CHC ANTHRO 102

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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COURSE ID	COURSE TITLE
ANTHRO 106	BIOLOGICAL ANTHROPOLOGY

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course introduces concepts and methods used to study the human species in a scientific, evolutionary framework. Topics covered include evolutionary theory, genetics, the fossil record of human ancestors, comparative primatology, human variation, and interactions between biology and culture.

Schedule Description: This course introduces concepts and methods used to study the human species in a scientific, evolutionary framework. Topics covered include evolutionary theory, genetics, the fossil record of human ancestors, comparative primatology, human variation, and interactions between biology and culture.

Rationale: ANTHRO 106 is a course required for the AA-T Anthropology degree. It is widely required for transfer majors by UC's and CSU's.

Equate: Continues to equate with CHC ANTHRO 106

Effective: FA15

COURSE ID	COURSE TITLE
ANTHRO 106H	BIOLOGICAL ANTHROPOLOGY - HONORS

Prerequisite: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course introduces concepts and methods used to study the human species in a scientific, evolutionary framework. Topics covered include evolutionary theory, genetics, the fossil record of human ancestors, comparative primatology, human variation, and interactions between biology and culture.

This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

Schedule Description: This course introduces concepts and methods used to study the human species in a scientific, evolutionary framework. Topics covered include evolutionary theory, genetics, the fossil record of human ancestors, comparative primatology, human variation, and interactions between biology and culture.

This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

Rationale: ANTHRO 106 is a course required for the AA-T Anthropology degree. It is widely required for transfer majors by UC's and CSU's.

Equate: Continues to equate with CHC ANTHRO 106

Effective: FA15

COURSE ID	COURSE TITLE
ANTHRO 109	TRIBAL AND ETHNIC ART

Title: Visual Culture and Art

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course explores approaches to visual culture and art in the discipline of anthropology. Included in the course is a survey of diverse visual and artistic practices, study of the relations between power and sight, and introduction to the methods of visual anthropology.

Schedule Description: This course explores approaches to visual culture and art in the discipline of anthropology. Included in the course is a survey of diverse visual and artistic practices, study of the relations between power and sight, and introduction to the methods of visual anthropology.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

Rationale: Change in title and description reflect an updated and current anthropology. This course can be taken to meet requirements of the AA-T in Anthropology.

Effective: FA15

COURSE ID	COURSE TITLE
ANTHRO 110	TRIBAL AND ETHNIC RELIGIONS

Title: Magic, Witchcraft, and Religion

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course is a comparative study of spiritual and religious practices, past and present, including magic, witchcraft, shamanism, and totemism. It entails study of syncretism, change, and the role of spiritual and religious practice in society. This course is also offered as RELIG 110.

Schedule Description: This course is a comparative study of spiritual and religious practices, past and present, including magic, witchcraft, shamanism, and totemism. It entails study of syncretism, change, and the role of spiritual and religious practice in society. This course is also offered as RELIG 110.

Rationale: This course fulfills requirements for the AA-T in Anthropology as well as general education units.

Equate: Continues to equate with CHC ANTHRO 110/RELIG 110

Effective: FA15

COURSE ID	COURSE TITLE
ANTHRO 125	LANGUAGE AND CULTURE

Catalog Description: This course provides a foundation for the study of language from an anthropological perspective. Topics studied fall into two main categories: the structure of language and the use of language in cultural contexts. Topics include language ideologies, speech communities, and the relation between culture and language.

Schedule Description: This course provides a foundation for the study of language from an anthropological perspective. Topics studied fall into two main categories: the structure of language and the use of language in cultural contexts. Topics include language ideologies, speech communities, and the relation between culture and language.

Rationale: ANTHRO 125 can be used to meet requirements of the AA-T Anthropology degree. It is a course requirement for transfer majors to Cal Poly Pomona.

Effective: FA15

COURSE ID	COURSE TITLE
ANTHRO 222	INDEPENDENT STUDY IN ANTHROPOLOGY

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: This course provides the opportunity for students, especially Anthropology majors, to compose a literature review and gain exposure to anthropological perspectives on a topic that interests them. The course can be used to focus on specialized topics.

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
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COURSE ID	COURSE TITLE
ASTRON 222	SPECIAL PROBLEMS IN ASTRONOMY I

Course Title: Independent Study in Astronomy

Units: 1 - 3

Directed 3-9 contact hour(s) per week

Study: Min: 48 - 54 contact hours per semester
Max: 144-162 contact hours per semester

Prerequisite: ASTRON 120.

Departmental Advisory: ENGL 101 or ENGL 101H.

Catalog Description: Students with previous course work in Astronomy may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Astronomy. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Schedule Description: Students with previous course work in Astronomy may do assigned projects involving research and analysis of selected topics. Prior to registration, a written contract must be prepared. See instructor for details.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
BUSAD 011	HUMAN RESOURCE MANAGEMENT

Course ID: BUSAD 110

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process.

Transferability

Rationale: To align with Crafton Hills curriculum and surrounding community colleges. This will allow course to be transferable to Cal State & University level as unrestricted elective category.

Equate: Will equate with SBVC BUSAD 011 and CHC BUSAD 103

Effective: FA15

COURSE ID	COURSE TITLE
BUSAD 012	PRINCIPLES OF RETAILING

Course ID: BUSAD 112

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process.

Transferability

Rationale: To align with Crafton Hills curriculum and surrounding community. This will allow course to be transferable to Cal State & University level as unrestricted elective category.

Equate: Will equate to SBVC BUSAD 012 and CHC MARKET 106

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
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COURSE ID	COURSE TITLE
BUSAD 013	MARKETING PRINCIPLES

Course ID: BUSAD 103

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process.

Transferability

Rationale: To align with Crafton Hills curriculum and surrounding community. This will allow course to be transferable to Cal State & University level as unrestricted elective category.

Equate: Will equate to SBVC BUSAD 013 and CHC MARKET 100

Effective: FA15

COURSE ID	COURSE TITLE
BUSAD 015	SMALL BUSINESS MANAGEMENT/ENTREPRENEURSHIP

Course ID: BUSAD 105

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process.

Transferability

Rationale: To align with Crafton Hills curriculum and surrounding community. This will allow course to be transferable to Cal State & University level as unrestricted elective category.

Equate: Will equate to SBVC BUSAD 015 and CHC BUSAD 105

Effective: FA15

COURSE ID	COURSE TITLE
BUSAD 016	PRINCIPLES OF SELLING

Course ID: BUSAD 106

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process.

Transferability

Rationale: This will allow course to be transferable to Cal State & University level as unrestricted elective category.

Equate: Will equate to SBVC BUSAD 016

Effective: FA15

COURSE ID	COURSE TITLE
BUSAD 020	BUSINESS MANAGEMENT

Course ID: BUSAD 120

Course Title: Business Management/Leadership

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process.

Catalog Description: This course is designed for business majors and examines the primary dimensions of the management process including planning, organizing, decision-making and controlling organizational activity. Development of effective management and leadership skills through hands-on simulation exercises.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

Schedule Description: This course is designed for business majors and examines the primary dimensions of the management process including planning, organizing, decision-making and controlling organizational activity. Development of effective management and leadership skills through hands-on simulation exercises.

Transferability

Rationale: To align with Crafton Hills curriculum and surrounding community. This will allow course to be transferable to Cal State & University level as unrestricted elective category.

Equate: Will equate to SBVC BUSAD 020 and CHC BUSAD 200

Effective: FA15

COURSE ID	COURSE TITLE
BUSAD 027	BUSINESS COMMUNICATION

Course ID: BUSAD 127

Prerequisite: ENGL 101 or ENGL 101H.

Departmental Advisory: None.

Transferability

Rationale: To align with Crafton Hills curriculum and surrounding community. This will allow course to be transferable to Cal State & University level as unrestricted elective category.

Equate: Will equate to SBVC BUSAD 027 and CHC BUSAD 145

Effective: FA15

COURSE ID	COURSE TITLE
BUSAD 051	HUMAN RELATIONS

Course ID: BUSAD 151

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process.

Transferability

Rationale: To align with Crafton Hills curriculum and surrounding community. This will allow course to be transferable to Cal State & University level as unrestricted elective category.

Equate: Will equate to SBVC BUSAD 051 and CHC BUSAD 155

Effective: FA15

COURSE ID	COURSE TITLE
BUSCAL 050	QUANTITATIVE METHODS IN BUSINESS

Course ID: BUSAD 150

Departmental Advisory: MATH 942.

Transferability

Equate: Will equate to SBVC BUSCAL 050

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

COURSE ID	COURSE TITLE
CD 185	INFANT/TODDLER GROWTH AND DEVELOPMENT

Catalog Description: This course explores the physical, social-emotional, cognitive, and language development of children from birth to age three. It fulfills the California licensing requirements for Infant Center personnel and includes infant/toddler curriculum, record keeping, communication with parents, and daily activity plans.

Schedule Description: This course explores the physical, social-emotional, cognitive and language development of children from birth to age three. It fulfills the California licensing requirements for Infant Center personnel.

Rationale: More students in the community need the course as the need for infant care increases.

Equate: This course continues to equate with CHC CD 185

Effective: FA15

COURSE ID	COURSE TITLE
CIT 021	WORD PROCESSING: ADVANCED MICROSOFT WORD

Course Title: Word Processing: Comprehensive Microsoft Word

Units: 4

Lecture: 4 contact hour(s) per week
64 - 72 contact hours per semester

Prerequisite: None.

Departmental Advisory: CIT 010 or CIT 100

Rationale: Combining CIT 020 and CIT 021 into a single comprehensive course. Combining the two courses requires increasing the units to 4 units and complete the Office Clerical Certificate in a shorter period of time.

Effective: FA15

COURSE ID	COURSE TITLE
CIT 091	NETWORKING FUNDAMENTALS, SEMESTER (CISCO NETWORKING ACADEMY)

Course Title: Computer Network Fundamentals (Cisco Networking Academy)

Departmental Advisory: MATH 095

Catalog Description: This course is the first course in the Cisco Academy Program sequence and introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP (Internet Protocol) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for further study of computer networks. It uses the OSI (Open Systems Interconnection) and TCP (Transmission Control Protocol) layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers.

Schedule Description: Cisco Academy first course introduces the fundamentals of computer networking.

Rationale: Content Review

Equate: Will continue to equate with CHC CIS 140

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
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COURSE ID	COURSE TITLE
CIT 092	BASIC ROUTING SEMESTER TWO (CISCO NETWORKING ACADEMY)

Course Title: Basic Switching and Routing (Cisco Networking Academy)

Catalog Description: This course is the second course in a four course sequence preparing students to take the Cisco Certified Network Associate certification examination and prepares students to take the Cisco Certified Entry Networking Technician certification exam. This course teaches comprehensive networking concepts and skills from network applications to the protocols and services provided to those applications by the lower layers of the network.

Schedule Description: This course is both the second course in a four course sequence preparing students to take the Cisco Certified Network Associate certification examination and the preparation for the CCENT certification exam.

Rationale: Content Review

Equate: Will continue to equate with CHC CIS 141

Effective: FA15

COURSE ID	COURSE TITLE
CIT 093	FUNDAMENTALS OF LANS, LOCAL AREA NETWORKS, SEMESTER THREE (CISCO NETWORKING ACADEMY)

Course Title: Advanced Routing and Switching Cisco (Cisco Networking Academy)

Prerequisite: CIT 092.

Catalog Description: This course provides students with classroom and laboratory experience in configuring, managing, and troubleshooting routers and switches in large and complex IPv4 and IPv6 networks. In depth experience configuring, managing, and troubleshooting complex protocols such as OSPF, EIGRP, STP, and VTP.

Schedule Description: This course provides students with classroom and laboratory experience in configuring, managing, and troubleshooting routers and switches in large and complex IPv4 and IPv6 networks.

Rationale: Content Review, update course to current technology.

Equate: Will continue to equate with CHC CIS 142

Effective: FA15

COURSE ID	COURSE TITLE
CIT 094	FUNDAMENTALS OF WANS, WIDE AREA NETWORKS, SEMESTER FOUR (CISCO NETWORKING ACADEMY)

Course Title: Wide Area Network Technologies and Network Services (Cisco Networking Academy)

Prerequisite: CIT 093.

Catalog Description: This is the fourth and final course in the Cisco Certified Network Associate (CCNA) sequence focuses on Wide Area Network (WAN) technologies. The network services required by converged applications in a complex network including the selection criteria for network devices and WAN technologies to meet user requirements. Includes datalink troubleshooting, IPSec and VPN operations as well as preparation strategies for the CCNA examination.

Schedule Description: This is the fourth and final course in the Cisco Certified Network Associate (CCNA) sequence focuses on Wide Area Network (WAN) technologies.

Rationale: Content Review

Equate: Will continue to equate with CHC CIS 143

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
 10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
 Conjoint Meeting: 12-10-14
 Board of Trustees Meeting: January 15, 2015
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COURSE ID	COURSE TITLE
CIT 101	INTRODUCTION TO COMPUTER LITERACY

Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisories: CIT 010, ENGL 015 or CIT 031, and MATH 090.

Catalog Description: This course is an introduction to fundamental Information Technology / Information Systems concepts and Information Security. The course includes practical exercises with spreadsheet, database, and Internet applications.

Schedule Description: This course is an introduction to fundamental Information Technology / Information Systems concepts and Information Security. The course includes practical exercises with spreadsheet, database, and Internet applications.

Rationale: Content review, including updates to meet C-ID requirements.

Equate: Will continue to equate with CHC CIS 101

Effective: FA15

COURSE ID	COURSE TITLE
CIT 102	ADVANCED COMPUTER LITERACY

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
CIT 116	DATABASE MANAGEMENT: ACCESS

Departmental Advisory: CIT 100 or CIT 101 and ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This is a comprehensive course in the development and maintenance of a database. It provides a working knowledge of designing a database that includes: setting field properties, storing, retrieving, printing, and indexing records, creating informational and technical queries, developing customized forms and reports, establishing different types of relationships, integrating Access with the Web, and creating a database switchboard. The course emphasis is on developing a practical ability to use a database in a Windows environment with full graphical user interface functionality.

Schedule Description: This is a comprehensive course in the development and maintenance of a database. It provides a working knowledge of designing a database that includes: setting field properties, storing, retrieving, printing, and indexing records, creating informational and technical queries, developing customized forms and reports, establishing different types of relationships, integrating Access with the Web, and creating a database switchboard. The course emphasis is on developing a practical ability to use a database in a Windows environment with full graphical user interface functionality.

Rationale: Content Review

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
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COURSE ID	COURSE TITLE
CIT 118	MICROSOFT POWERPOINT

Departmental Advisory: CIT 105 and ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review
Effective: FA15

COURSE ID	COURSE TITLE
CRMJUS 059	RESERVE LEVEL I OFFICER

Prerequisites: CRMJUS 060 and READ 015 and ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review
Effective: FA15

COURSE ID	COURSE TITLE
CRMJUS 060	RESERVE LEVEL II OFFICER

Catalog Description: This course satisfies Peace Officer Standards and Training (POST) requirements for Level II reserve peace officer certification. This course covers but is not limited to: policing in the community, crimes against persons, property and the justice system, laws of arrest, evidence and search and seizure, use of force, arrest and control, patrol procedures, vehicle pullovers, firearms and chemical agents, crime scenes, evidence and forensics investigative report writing, crimes in progress, firearms, chemical agents and cultural diversity. **THIS COURSE IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED THE FOLLOWING STATE SCREENING REQUIREMENTS: POSSESSION OF A VALID CALIFORNIA DRIVER'S LICENSE WITHOUT RESTRICTIONS, OTHER THAN REQUIRED EYEGLASSES OR CONTACT LENSES, AND POSSESSION OF A CURRENT LETTER OF CLEARANCE ISSUED BY THE CALIFORNIA DEPARTMENT OF JUSTICE THAT CERTIFIES THE RIGHT TO BE IN POSSESSION OF A FIREARM.**

Schedule Description: This course satisfies Peace Officer Standards and Training (POST) requirements for Level II reserve peace officer certification. This course covers but is not limited to: policing in the community, crimes against persons, property and the justice system, laws of arrest, evidence and search and seizure, use of force, arrest and control, patrol procedures, vehicle pullovers, firearms and chemical agents, crime scenes, evidence and forensics investigative report writing, crimes in progress, firearms, chemical agents and cultural diversity. **THIS COURSE IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED THE FOLLOWING STATE SCREENING REQUIREMENTS: POSSESSION OF A VALID CALIFORNIA DRIVER'S LICENSE WITHOUT RESTRICTIONS, OTHER THAN REQUIRED EYEGLASSES OR CONTACT LENSES, AND POSSESSION OF A CURRENT LETTER OF CLEARANCE ISSUED BY THE CALIFORNIA DEPARTMENT OF JUSTICE THAT CERTIFIES THE RIGHT TO BE IN POSSESSION OF A FIREARM.**

Rationale: Content Review, and modifying curriculum according to Peace Officer Standards in Training (POST) requirements.
Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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COURSE ID	COURSE TITLE
CRMJUS 061	RESERVE LEVEL III OFFICER

Title: Reserve Level III

Catalog Description: This course satisfies Peace Officer Standards and Training (POST) requirements for Level III reserve peace officer certification. The PC 832 course is merged in this Level III course. Curriculum covers ethics and professionalism, the criminal justice system, defensive tactics, information systems, criminal law, laws of arrest, search and seizure, firearms, driver awareness, first aid and CPR, custody, evidence and report writing. **THIS COURSE IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY MET STATE SCREENING REQUIREMENTS: POSSESSION OF A CALIFORNIA DRIVER'S LICENSE WITHOUT RESTRICTIONS, OTHER THAN REQUIRED EYEGLASSES OR CONTACT LENSES AND POSSESSION OF A CURRENT LETTER OF CLEARANCE ISSUED BY THE CALIFORNIA DEPARTMENT OF JUSTICE THAT CERTIFIES THE RIGHT TO BE IN POSSESSION OF A FIREARM.**

Schedule Description: This course satisfies Peace Officer Standards and Training (POST) requirements for Level III reserve peace officer certification. The PC 832 course is merged in this Level III course. Curriculum covers ethics and professionalism, the criminal justice system, defensive tactics, information systems, criminal law, laws of arrest, search and seizure, firearms, driver awareness, first aid and CPR, custody, evidence and report writing. **THIS COURSE IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY MET STATE SCREENING REQUIREMENTS: POSSESSION OF A CALIFORNIA DRIVER'S LICENSE WITHOUT RESTRICTIONS, OTHER THAN REQUIRED EYEGLASSES OR CONTACT LENSES AND POSSESSION OF A CURRENT LETTER OF CLEARANCE ISSUED BY THE CALIFORNIA DEPARTMENT OF JUSTICE THAT CERTIFIES THE RIGHT TO BE IN POSSESSION OF A FIREARM.**

Rationale: Content Review, and modifying curriculum according to Peace Officer Standards in Training (POST) requirements.

Effective: FA15

COURSE ID	COURSE TITLE
CS 120	INTRODUCTION TO VISUAL BASIC.NET

Prerequisite: MATH 952.

Catalog Description: This is an introduction to the Visual Basic.NET programming language. Topics include problem solving, graphical user interface, program design, software tools, structured logic, object-oriented programming, graphics and animation, procedures, arrays, files, and programming projects.

Schedule Description: This is an introduction to the Visual Basic.NET programming language.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
CS 190	PROGRAMMING IN C++

Prerequisite: CS 110 and ENGL 015.

Corequisite: None.

Rationale: Content Review

Equate: Continues to equate with CHC CIS 116

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

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COURSE ID	COURSE TITLE
CS 222	SPECIAL PROBLEMS IN COMPUTER SCIENCE I

Units: 1 - 3
Directed: 3-9 contact hour(s) per week
Study: Min: 48 - 54 contact hours per semester
Max: 144-162 contact hours per semester

Catalog Description: Assigned problems involving computer laboratory work for selected students who are interested in furthering their knowledge of computer science on an independent study basis. Students are required to devote three contact hours per week to their project throughout the semester. Prior to registration a contract must be prepared. See Instructor for details.

Schedule Description: Assigned problems involving computer laboratory work for selected students who are interested in furthering their knowledge of computer science on an independent study basis.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
CS 265	DATA STRUCTURES AND ALGORITHMS WITH C++

Corequisites: CS 130 and MATH 250.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
ENGL 070	ENGLISH LITERATURE: MIDDLE AGES TO 18 TH CENTURY

Catalog Description: This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century.

Schedule Description: This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century.

Rationale: Update necessary to comply with C-ID transfer-level course.

Effective: FA15

COURSE ID	COURSE TITLE
ENGL 075	LITERATURE AND RELIGION OF THE BIBLE

Catalog Description: This course covers The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments.

Schedule Description: This course covers The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments.

Rationale: Content Review

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

COURSE ID	COURSE TITLE
ENGL 151	FRESHMAN COMPOSITION AND LITERATURE

Catalog Description: This course includes the study of representative works of fiction, poetry, and drama, including an understanding of their cultural, historical and aesthetic contexts, as well as an emphasis on the fundamental principles of literacy criticism and interpretation, including student writing based on critical reading.

Schedule Description: This course includes the study of representative works of fiction, poetry, and drama, including an understanding of their cultural, historical and aesthetic contexts, as well as an emphasis on the fundamental principles of literacy criticism and interpretation, including student writing based on critical reading.

Rationale: Content Review

Equate: Continues to equate with CHC ENGL 152

Effective: FA15

COURSE ID	COURSE TITLE
ENGL 175	THE LITERATURE AND RELIGION OF THE BIBLE

Catalog Description: This course covers The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments. This course is also offered as RELIG 175.

Schedule Description: This course covers The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments. This course is also offered as RELIG 175.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
ENGL 222	INDEPENDENT STUDY IN ENGLISH

Course Title: Independent Study in English: Literature

Prerequisite: ENGL 101 or ENGL 101H.

Catalog Description: Students with previous course work in English may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of literature. This independent study would be appropriate for students wanting further work in literary studies including English Literature, World Literature, American Literature, Major Authors or other Special Genres or Topics, or Literary Theory. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Schedule Description: Students with previous course work in English may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of literature. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Rationale: Independent Study courses with different emphases need different numbers and descriptions. Our current all-purpose IS English 222 is being split into 3 courses. This new 222 will cover independent study in literature.

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

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COURSE ID	COURSE TITLE
ENGL 270	ENGLISH LITERATURE: MIDDLE AGES TO THE 18 TH CENTURY

Title: English Literature: Middle Ages to 18th Century

Catalog Description: This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century.

Schedule Description: This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century.

Rationale: Updating to comply with C-ID description.

Equate: Continues to equate with CHC ENGL 270

Effective: FA15

COURSE ID	COURSE TITLE
ESL 907	BASIC CONVERSATIONAL ENGLISH

Catalog Description: This course is designed to increase the skills of English language learners in basic conversation, listening and pronunciation of the English language. This course is taught through total English immersion.

Schedule Description: This course is designed to increase the skills of English language learners in basic conversation, listening and pronunciation of the English language. This course is taught through total English immersion.

Rationale: Modification based on updates from a review of the course SLOs as well as on formatting updates. Furthermore, this course serves the purpose of providing students with a means of learning and practicing communication skills in English which is necessary in more advanced ESL coursework as well as in mainstream classes.

Effective: FA15

COURSE ID	COURSE TITLE
ESL 930	COMPOSITION BASED ESL LEVEL 1 - BEGINNING

Departmental Advisory: ESL 604 or eligibility as determined by the SBVC assessment process.

Catalog Description: This is the first of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a study of grammar, punctuation and usage. The grammatical emphasis of this course will be on simple present and past tenses. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion.

Schedule Description: This is the first of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a study of grammar, punctuation and usage. This course is taught through total English immersion.

Rationale: Modification based on updates from a review of the course SLOs as well as on formatting updates. Furthermore, there is a continued need for English language courses that are designed for the English language learning population at SBVC to help them to transition to mainstream coursework.

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

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COURSE ID	COURSE TITLE
ESL 931	COMPOSITION BASED ESL LEVEL 2 - BEGINNING

Catalog Description: This is the second of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course will be on present and past progressive tenses, and modal usage. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion.

Schedule Description: This is the second of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion.

Rationale: Modification based on updates from a review of the course SLOs as well as on formatting updates. Furthermore, there is a continued need for English language courses that are designed for the English language learning population at SBVC to help them to transition to mainstream coursework.

Effective: FA15

COURSE ID	COURSE TITLE
ESL 940	COMPOSITION BASED ESL LEVEL 3 - INTERMEDIATE

Catalog Description: This is the third of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course will be on the present perfect, past perfect, and present perfect progressive tenses. This course is taught through total English immersion.

Schedule Description: This is the third of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. This course is taught through total English immersion.

Rationale: Modification based on updates from a review of the course SLOs as well as on formatting updates. Furthermore, there is a continued need for English language courses that are designed for the English language learning population at SBVC to help them to transition to mainstream coursework.

Effective: FA15

COURSE ID	COURSE TITLE
ESL 941	COMPOSITION BASED ESL LEVEL 4 - ADVANCED

Catalog Description: This is the last of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences, paragraphs and essays, including a review of grammar, punctuation and usage. This course is taught through total English immersion.

Schedule Description: This is the last of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences, paragraphs and essays, including a review of grammar, punctuation and usage. This course is taught through total English immersion.

Rationale: Modification based on updates from a review of the course SLOs as well as on formatting updates. Furthermore, there is a continued need for English language courses that are designed for the English language learning population at SBVC to help them to transition to mainstream coursework.

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

COURSE ID	COURSE TITLE
HIST 107	THE UNITED STATES AND THE NORTH AMERICAN INDIANS

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present.

Schedule Description: This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present.

Rationale: Content review, including updates to equate with Crafton Hills.

Equate: No longer equates with CHC ANTHRO 107

Effective: FA15

COURSE ID	COURSE TITLE
HIST 137	RACIAL AND ETHNIC GROUPS IN UNITED STATES HISTORY

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course is an introduction to United States history focusing on the experiences of racial and ethnic groups that spans from the early colonial period to present times. This course presents a comparative approach to understanding various racial and ethnic groups and their experiences through major social, political, economic, and cultural events in United States history.

Schedule Description: This course is an introduction to United States history focusing on the experiences of racial and ethnic groups that spans from the early colonial period to present times. This course presents a comparative approach to understanding various racial and ethnic groups and their experiences through major social, political, economic, and cultural events in United States history.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
HIST 138	AFRICAN-AMERICAN HISTORY TO 1877

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
HIST 139	AFRICAN AMERICAN HISTORY 1877 TO PRESENT

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course will emphasize the various social, political, and economic forces that have shaped the lives of African Americans from Reconstruction to the current time period. Topics include the post Reconstruction South, the Great Migration, the Harlem Renaissance, the Civil Rights Movement, the conservative backlash , and the trials and triumphs of the 21st century.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

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Schedule Description: This course will emphasize the various social, political, and economic forces that have shaped the lives of African Americans from Reconstruction to the current time period. Topics include the post Reconstruction South, the Great Migration, the Harlem Renaissance, the Civil Rights Movement, the conservative backlash , and the trials and triumphs of the 21st century.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
HIST 140	CHICANO HISTORY

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course provides a survey of United States history from the Chicano perspective, with an emphasis on the 1840s to the 21st century.

Schedule Description: This course provides a survey of United States history from the Chicano perspective, with an emphasis on the 1840s to the 21st century.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
HIST 170	WORLD HISTORY TO 1500

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course covers the development of human societies from their origins to 1500. Particular emphasis placed on a comparative approach between the world's major civilizations, including an examination of social structure and daily life, evolution of complex political systems, cultural values and economic developments.

Schedule Description: This course covers the development of human societies from their origins to 1500. Particular emphasis placed on a comparative approach between the world's major civilizations, including an examination of social structure and daily life, evolution of complex political systems, cultural values and economic developments.

Rationale: Content Review

Equate: Will continue to equate with CHC HIST 170

Effective: FA15

COURSE ID	COURSE TITLE
HIST 171	WORLD HISTORY SINCE 1500

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course is a survey of world history from 1500 to present. There is a comparative approach to the study of specific themes including political, social, and economic change, as well as religious and cultural development.

Schedule Description: This course is a survey of world history from 1500 to present. There is a comparative approach to the study of specific themes including political, social, and economic change, as well as religious and cultural development.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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Rationale: Content Review

Equate: Will continue to equate with CHC HIST 171

Effective: FA15

COURSE ID	COURSE TITLE
LIB 064	INTRODUCTION TO LIBRARIES FOR LIBRARY TECHNICIANS

Course Title: Introduction to Library Services

Units: 3

Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Schedule Description: This course is an introduction to types of libraries and library services.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
LIB 110	INFORMATION LITERACY

Course Title: Information Literacy and Research

Units: 2

Lecture: 2 contact hour(s) per week
32-36 contact hours per semester

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Based on recommendations from the program faculty and due to our preparation for the program's content review, and our continuing efforts to submit the program for partnership with the American Library Associations (ALA) Library Support Staff Certification (LSSC) and to better address the information competency under the campuses core competencies, we have expanded this existing 1-unit course to 2-units and have made it a requirement for both the certificate and AA degree.

Effective: FA15

COURSE ID	COURSE TITLE
PE/T 100X4	TEAM SPORTS ACTIVITIES: BASEBALL

Course ID: KINS 100A

Course Title: Beginning Baseball

Catalog Description: This course is designed to teach beginning level skills, techniques, strategies, etiquette, and rules of baseball.

Schedule Description: This course is designed to teach beginning level skills, techniques, strategies, etiquette, and rules of baseball.

Repeatability: Remove This course is designed to teach beginning level skills, techniques, strategies, etiquette, and rules of baseball.

Rationale: Leveling as required by Title 5

Equate: SBVC PE/T 100X4

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
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COURSE ID	COURSE TITLE
PE/T 104x4	TEAM SPORTS ACTIVITIES: BASKETBALL

Course ID: KINS 104A

Course Title: Beginning Basketball

Catalog Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at a beginning level of performance. Students may also improve their overall physical fitness.

Schedule Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at a beginning level of performance. Students may also improve their overall physical fitness.

Repeatability: Remove

Rationale: Leveling as required by Title 5

Equate: SBVC PE/T 104x4

Effective: FA15

COURSE ID	COURSE TITLE
PE/T 108x4	TEAM SPORTS ACTIVITIES: FOOTBALL

Course ID: KINS 108A

Course Title: Beginning Football

Catalog Description: This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the beginner level.

Schedule Description: This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the beginner level.

Repeatability: Remove

Rationale: Leveling as required by Title 5

Equate: SBVC PE/T 108x4

Effective: FA15

COURSE ID	COURSE TITLE
PE/T 116x4	TEAM SPORTS ACTIVITIES: SOCCER

Course ID: KINS 116A

Course Title: Beginning Soccer

Catalog Description: This course will provide beginning level instruction in the skills, techniques, strategies and rules of soccer. With the application of these techniques and practice, students may also improve their overall fitness.

Schedule Description: This course will provide beginning level instruction in the skills, techniques, strategies and rules of soccer. With the application of these techniques and practice, students may also improve their overall fitness.

Repeatability: Remove

Rationale: Leveling as required by Title 5

Equate: SBVC PE/T 116x4 and will equate with CHC KIN/S 116A

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

COURSE ID	COURSE TITLE
PE/T 120x4	TEAM SPORTS ACTIVITIES: SOFTBALL

Course ID: KINS 120A

Course Title: Beginning Softball

Catalog Description: This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at the beginner level of performance. With the application of these techniques and practice, students will improve their overall fitness.

Schedule Description: This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at the beginner level of performance. With the application of these techniques and practice, students will improve their overall fitness.

Repeatability: Remove

Rationale: Leveling as required by Title 5

Equate: SBVC PE/T 120x4 and will equate with CHC KIN/S 193A

Effective: FA15

COURSE ID	COURSE TITLE
PE/T 124x4	TEAM SPORTS ACTIVITIES: VOLLEYBALL

Course ID: KINS 124A

Course Title: Beginning Volleyball

Catalog Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at the beginning level of performance. Students may also improve their overall physical fitness.

Schedule Description: This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at the beginning level of performance. Students may also improve their overall physical fitness.

Repeatability: Remove

Rationale: Leveling as required by Title 5

Equate: SBVC PE/T 124x4

Effective: FA15

COURSE ID	COURSE TITLE
PHIL 101	INTRODUCTION TO PHILOSOPHY

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Rationale: Content Review

Equate: Continues to equate with CHC PHIL 101

Effective: FA15

COURSE ID	COURSE TITLE
PHIL 101H	INTRODUCTION TO PHILOSOPHY - HONORS

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Rationale: Content Review

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

COURSE ID	COURSE TITLE
PHIL 103	INTRODUCTION TO LOGIC: ARGUMENT AND EVIDENCE

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Rationale: Content Review

Equate: Continues to equate with CHC PHIL 103

Effective: FA15

COURSE ID	COURSE TITLE
PHIL 105	INTRODUCTION TO ETHICS

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Rationale: Content Review

Equate: Continues to equate with CHC PHIL 105

Effective: FA15

COURSE ID	COURSE TITLE
PHIL 112	PHILOSOPHY IN LITERATURE

Prerequisite: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
PHIL 180	DEATH AND DYING

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
PHYSIC 222	SPECIAL PROBLEMS IN PHYSICS I

Course Title: Independent Study in Physics

Units: 1-3

Directed 3-9 contact hour(s) per week

Study: Min: 48 - 54 contact hours per semester

Max: 144-162 contact hours per semester

Prerequisite: PHYSIC 101

Departmental Advisory: ENGL 101.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

Catalog Description: Students with previous course work in Physics may do assigned projects involving research and analysis of selected topics. The independent study is for students who are interested in furthering their knowledge of Physics. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Schedule Description: Students with previous course work in Physics may do assigned projects involving research and analysis of selected topics. Prior to registration, a written contract must be prepared. See instructor for details.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
POLICE 002	BASIC LAW ENFORCEMENT ACADEMY

Prerequisite: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Departmental Advisory: MATH 952.

Catalog Description: Basic training for new law enforcement officers. This course covers but is not limited to: leadership, professionalism and ethics, criminal justice system, juvenile law, patrol procedures, domestic violence, traffic enforcement, lifetime fitness, defensive tactics, first aid and CPR, and firearms. **ENROLLMENT IS LIMITED TO THOSE STUDENTS WHO MEET STATE SCREENING REQUIREMENTS AS OUTLINED IN THE GOVERNMENT CODE, CALIFORNIA PENAL CODE AND THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING ADMINISTRATIVE MANUAL.**

Schedule Description: Basic training for new law enforcement officers. This course covers but is not limited to: leadership, professionalism and ethics, criminal justice system, juvenile law, patrol procedures, domestic violence, traffic enforcement, lifetime fitness, defensive tactics, first aid and CPR, and firearms. **ENROLLMENT IS LIMITED TO THOSE STUDENTS WHO MEET STATE SCREENING REQUIREMENTS AS OUTLINED IN THE GOVERNMENT CODE, CALIFORNIA PENAL CODE AND THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING ADMINISTRATIVE MANUAL.**

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
POLICE 100	CRIMINAL LAW

Prerequisite: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Departmental Advisory: MATH 952.

Catalog Description: This course analyses property crimes, crimes against persons, crimes against children, child abuse reporting, sex crimes, crimes against the judicial system, weapons violations, relevant laws and court decisions and crimes against the public peace. This course will focus on the relationship between criminal law and the criminal justice system. Classification of crimes and their application to the criminal justice system will also be covered in the course. **THIS COURSE IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY MET STATE SCREENING REQUIREMENTS: POSSESSION OF A CALIFORNIA DRIVER'S LICENSE WITHOUT RESTRICTIONS, OTHER THAN REQUIRED EYEGLASSES OR CONTACT LENSES AND POSSESSION OF A CURRENT LETTER OF CLEARANCE ISSUED BY THE CALIFORNIA DEPARTMENT OF JUSTICE THAT CERTIFIES THE RIGHT TO BE IN POSSESSION OF A FIREARM.**

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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Schedule Description: This course analyses property crimes, crimes against persons, crimes against children, child abuse reporting, sex crimes, crimes against the judicial system, weapons violations, relevant laws and court decisions and crimes against the public peace. **THIS COURSE IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY MET STATE SCREENING REQUIREMENTS: POSSESSION OF A CALIFORNIA DRIVER'S LICENSE WITHOUT RESTRICTIONS, OTHER THAN REQUIRED EYEGLASSES OR CONTACT LENSES AND POSSESSION OF A CURRENT LETTER OF CLEARANCE ISSUED BY THE CALIFORNIA DEPARTMENT OF JUSTICE THAT CERTIFIES THE RIGHT TO BE IN POSSESSION OF A FIREARM.**

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
POLICE 101	PROCEDURE AND EVIDENCE

Prerequisite: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Departmental Advisory: MATH 952.

Catalog Description: This course will address a peace officer's authority, liability and responsibility to make a lawful arrest, and current search and seizure laws. It includes the origin, development, philosophy, and constitutional basis of evidence; rules and procedures governing admissibility and judicial decisions interpreting individual rights. **ENROLLMENT IS LIMITED TO THOSE STUDENTS WHO MEET THE SCREENING REQUIREMENTS AS OUTLINED IN THE GOVERNMENT CODE, CALIFORNIA PENAL CODE AND THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING ADMINISTRATIVE MANUAL.**

Schedule Description: This course covers laws of arrest, current search and seizure laws and presentation of evidence. **ENROLLMENT IS LIMITED TO THOSE STUDENTS WHO MEET THE SCREENING REQUIREMENTS AS OUTLINED IN THE GOVERNMENT CODE, CALIFORNIA PENAL CODE AND THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING ADMINISTRATIVE MANUAL.**

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
POLICE 102	COMMUNITY POLICING

Prerequisite: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Departmental Advisory: MATH 952.

Catalog Description: This course addresses the origin, concepts and philosophy of community policing, and victim awareness and the development of positive relationships with the public. It includes cultural diversity and discrimination. **ENROLLMENT IS LIMITED TO THOSE STUDENTS WHO MEET THE SCREENING REQUIREMENTS AS OUTLINED IN THE GOVERNMENT CODE, CALIFORNIA PENAL CODE AND THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING ADMINISTRATIVE MANUAL.**

Schedule Description: This course addresses community policing, victim awareness and cultural diversity/discrimination. **ENROLLMENT IS LIMITED TO THOSE STUDENTS WHO MEET THE SCREENING REQUIREMENTS AS OUTLINED IN THE GOVERNMENT CODE, CALIFORNIA PENAL CODE AND THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING ADMINISTRATIVE MANUAL.**

Rationale: Content Review

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
 10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
 Conjoint Meeting: 12-10-14
 Board of Trustees Meeting: January 15, 2015
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COURSE ID	COURSE TITLE
POLICE 103	INTRODUCTION TO CRIMINAL INVESTIGATION

Prerequisite: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Departmental Advisory: MATH 952.

Catalog Description: This course will address the examination of crime, evidence and police procedures in investigating crime. This includes documenting, recording and preserving evidence found at crime scenes. **ENROLLMENT IS LIMITED TO THOSE STUDENTS WHO MEET SCREENING REQUIREMENTS AS OUTLINED IN THE GOVERNMENT CODE, CALIFORNIA PENAL CODE AND THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING ADMINISTRATIVE MANUAL.**

Schedule Description: This course will address the examination of crime, evidence and police procedures in investigating crime. **ENROLLMENT IS LIMITED TO THOSE STUDENTS WHO MEET SCREENING REQUIREMENTS AS OUTLINED IN THE GOVERNMENT CODE, CALIFORNIA PENAL CODE AND THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING ADMINISTRATIVE MANUAL.**

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
POLIT 100	AMERICAN POLITICS

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
REALST 063	REAL ESTATE LOAN PROCESSING FUNDAMENTALS

Prerequisite: None.

Departmental Advisory: REALST 100.

Rationale: Update course to satisfy student demand

Effective: FA15

COURSE ID	COURSE TITLE
REALST 068	REAL ESTATE APPRAISAL: RESIDENTIAL

Prerequisite: None.

Departmental Advisory: REALST 100.

Rationale: Change REALST 100 prerequisite to departmental advisory to match curriculum.

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
 10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
 Conjoint Meeting: 12-10-14
 Board of Trustees Meeting: January 15, 2015
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COURSE ID	COURSE TITLE
REALST 070	REAL ESTATE FINANCE

Prerequisite: None.

Departmental Advisory: REALST 100.

Rationale: Change REALST 100 prerequisite to departmental advisory to match curriculum.

Effective: FA15

COURSE ID	COURSE TITLE
REALST 074	LEGAL ASPECTS OF REAL ESTATE

Prerequisite: None.

Departmental Advisory: REALST 100.

Rationale: Change REALST 100 prerequisite to departmental advisory to match curriculum.

Effective: FA15

COURSE ID	COURSE TITLE
REALST 076	PROPERTY MANAGEMENT

Prerequisite: None.

Departmental Advisory: REALST 100.

Rationale: Change REALST 100 prerequisite to departmental advisory to match curriculum.

Effective: FA15

COURSE ID	COURSE TITLE
REALST 078	REAL ESTATE ECONOMICS

Prerequisite: None.

Departmental Advisory: REALST 100.

Rationale: Change REALST 100 prerequisite to departmental advisory to match curriculum.

Effective: FA15

COURSE ID	COURSE TITLE
RELIG 100	INTRODUCTION TO RELIGIOUS STUDIES

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Equate: Continues to equate with CHC RELIG 100

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

COURSE ID	COURSE TITLE
RELIG 100H	INTRODUCTION TO RELIGIOUS STUDIES - HONORS

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
RELIG 101	INTRODUCTION TO WORLD RELIGIONS

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Equate: Will continue to equate with CHC RELIG 101

Effective: FA15

COURSE ID	COURSE TITLE
RELIG 110	TRIBAL AND ETHNIC RELIGIONS

Title: Magic, Witchcraft, and Religion

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course is a comparative study of spiritual and religious practices, past and present, including magic, witchcraft, shamanism, and totemism. It entails study of syncretism, change, and the role of spiritual and religious practice in society. This course is also offered as ANTHRO 110.

Schedule Description: This course is a comparative study of spiritual and religious practices, past and present, including magic, witchcraft, shamanism, and totemism. It entails study of syncretism, change, and the role of spiritual and religious practice in society. This course is also offered as RELIG 110.

Rationale: This course fulfills requirements for the AA-T in Anthropology as well as general education units.

Equate: Will continue to equate with CHC ANTHRO 110/RELIG 110

Effective: FA15

COURSE ID	COURSE TITLE
RELIG 135	RELIGION IN AMERICA

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Equate: Will continue to equate with CHC RELIG 135

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

COURSE ID	COURSE TITLE
RELIG 150	INTRODUCTION TO MYTHOLOGY

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
RELIG 175	INTRODUCTION TO MYTHOLOGY

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
RELIG 176	JESUS AND HIS INTERPRETERS

Prerequisite: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Catalog Description: This course is a study of images and interpretations of Jesus with three principle divisions: Jesus and the gospels or biblical tradition; Jesus and the historians, including the quest of historians and theologians for the Jesus of history; and Jesus and the arts (Jesus in art, music, film, and the literary arts, such as novels, poems, and plays.)

Schedule Description: This course is a study of images and interpretations of Jesus with three principle divisions: Jesus and the gospels or biblical tradition; Jesus and the historians, including the quest of historians and theologians for the Jesus of history; and Jesus and the arts (Jesus in art, music, film, and the literary arts, such as novels, poems, and plays.)

Rationale: Content review, as well as modification to the prerequisite due to the amount of writing in the course.

Effective: FA15

COURSE ID	COURSE TITLE
RELIG 180	DEATH AND DYING

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
 10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
 Conjoint Meeting: 12-10-14
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COURSE ID	COURSE TITLE
RTVF 231	ADVANCED VIDEO PRODUCTION

Prerequisites: RTVF 131 and RTVF 230.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
SOC 100	INTRODUCTION TO SOCIOLOGY

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is an introductory study of the basic concepts, theoretical approaches, and methods of sociology. Included in this examination are the social influences on human behavior, social structure, culture, socialization and the self, group dynamics, social stratification, and global patterns, with an emphasis on social institutions.

Schedule Description: This course is an introductory study of the basic concepts, theoretical approaches, and methods of sociology. Included in this examination are the social influences on human behavior, social structure, culture, socialization and the self, group dynamics, social stratification, and global patterns, with an emphasis on social institutions.

Rationale: Content Review

Equate: Continues to equate with CHC SOC 100

Effective: FA15

COURSE ID	COURSE TITLE
SOC 100H	INTRODUCTION TO SOCIOLOGY - HONORS

Prerequisite: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Departmental Advisory: MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is an introductory study of the basic concepts, theoretical approaches, and methods of sociology. Included in this examination are the social influences on human behavior, social structure, culture, socialization and the self, group dynamics, social stratification, and global patterns, with an emphasis on social institutions. **This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.**

Schedule Description: This course is an introductory study of the basic concepts, theoretical approaches, and methods of sociology. Included in this examination are the social influences on human behavior, social structure, culture, socialization and the self, group dynamics, social stratification, and global patterns, with an emphasis on social institutions. **This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.**

Rationale: Content Review

Equate: Continues to equate with CHC SOC 100H

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

COURSE ID	COURSE TITLE
SOC 110	SOCIAL PROBLEMS

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is an examination of contemporary social problems in the United States with an emphasis on social institutions and other areas such as crime, race, gender, substance abuse, and economic inequality.

Schedule Description: This course is an examination of contemporary social problems in the United States with an emphasis on social institutions and other areas such as crime, race, gender, substance abuse, and economic inequality.

Rationale: Content Review

Equate: Continues to equate with CHC SOC 105

Effective: FA15

COURSE ID	COURSE TITLE
SOC 110H	SOCIAL PROBLEMS - HONORS

Prerequisite: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Departmental Advisory: MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is an examination of contemporary social problems in the United States with an emphasis on social institutions and other areas such as crime, race, gender, substance abuse, and economic inequality. **This course is intended for students in the Honors Program, but is open to all students who desire more challenging work.**

Schedule Description: This course is an examination of contemporary social problems in the United States with an emphasis on social institutions and other areas such as crime, race, gender, substance abuse, and economic inequality. **This course is intended for students in the Honors Program, but is open to all students who desire more challenging work.**

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
SOC 120	HEALTH AND ILLNESS IN SOCIETY

Title: Medical Sociology

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is a sociological examination of health and illness in society. Topics include social demography, behaviors and lifestyles, interactions, and social forces that influence healthcare related trends and organization of the medical system.

Schedule Description: This course is a sociological examination of health and illness in society. Topics include social demography, behaviors and lifestyles, interactions, and social forces that influence healthcare related trends and organization of the medical system.

Rationale: Content Review

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

COURSE ID	COURSE TITLE
SOC 130	MARRIAGE AND THE FAMILY

Title: Family Sociology

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is an examination of the family as a social institution. Topics include historical and contemporary trends, social stratification, intimacy and relationships, and social forces that influence the family.

Schedule Description: This course is an examination of the family as a social institution. Topics include historical and contemporary trends, social stratification, intimacy and relationships, and social forces that influence the family.

Rationale: Content Review

Equate: Continues to equate with CHC SOC 130

Effective: FA15

COURSE ID	COURSE TITLE
SOC 135	SOCIOLOGY OF CRIME AND DEVIANCE

Title: Introduction to Crime

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is a sociological examination of crime and deviance in society with a focus on types of deviant and criminal behaviors and patterns in the United States. Topics include sociological theories, definition and measurement of crime, cultural values and norms related to deviance, social inequality, criminal justice system, and the methods used to control crime and deviance.

Schedule Description: This course is a sociological examination of crime and deviance in society with a focus on types of deviant and criminal behaviors and patterns in the United States. Topics include sociological theories, definition and measurement of crime, cultural values and norms related to deviance, social inequality, criminal justice system, and the methods used to control crime and deviance.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
SOC 141	RACE AND ETHNIC RELATIONS

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is a sociological examination of racial and ethnic groups. Topics include historical, cultural, political, and economic practices and social institutions that support or challenge racism, and contemporary issues related to racial and ethnic inequalities, and relations in the United States with some focus on global trends.

Schedule Description: This course is a sociological examination of racial and ethnic groups. Topics include historical, cultural, political, and economic practices and social institutions that support or challenge racism, and contemporary issues related to racial and ethnic inequalities, and relations in the United States with some focus on global trends.

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

Board of Trustees Meeting: January 15, 2015

Rationale: Content Review

Equate: Continues to equate with CHC SOC 141

Effective: FA15

COURSE ID	COURSE TITLE
SOC 145	SOCIOLOGY OF GENDER

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is an examination of the social construction of femininity and masculinity in the United States. Topics include historical, cultural, and societal forces that influence gender expectations and practices with an emphasis on social institutions and some focus on global contemporary trends.

Schedule Description: This course is an examination of the social construction of femininity and masculinity in the United States. Topics include historical, cultural, and societal forces that influence gender expectations and practices with an emphasis on social institutions and some focus on global contemporary trends.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
SOC 150	SOCIOLOGY OF AGING AND THE LIFE COURSE

Title: Aging and the Life Course

Departmental Advisories: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Catalog Description: This course is a sociological examination of aging and the life course with an emphasis on aging as a social process. Topics include demographic trends, historical, cultural, political, and economic forces that influence the experience of aging on individuals, families, communities and society.

Schedule Description: This course is a sociological examination of aging and the life course with an emphasis on aging as a social process. Topics include demographic trends, historical, cultural, political, and economic forces that influence the experience of aging on individuals, families, communities and society.

Rationale: Course was aligned with TMC. Also seeking to have course included in CSU Category V: Lifelong Learning and Self Development

Equate: Will equate with CHC SOC 150

Effective: FA15

COURSE ID	COURSE TITLE
SPAN 103	COLLEGE SPANISH III

Prerequisite: SPAN 102 or SPAN 102H.

Rationale: Content Review

Equate: Will equate with CHC SPAN 103

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
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COURSE ID	COURSE TITLE
SPAN 103H	COLLEGE SPANISH III - HONORS

Prerequisite: SPAN 102 or SPAN 102H.

Rationale: Content Review.

Equate: Will equate with CHC SPAN 103

Effective: FA15

COURSE ID	COURSE TITLE
SPAN 157	SPANISH FOR NATIVE SPANISH SPEAKERS I

Title: Spanish for Heritage Speakers I

Prerequisite: SPAN 102 or SPAN 102H.

Units: 4

Lecture: 4 contact hour(s) per week
64-72 contact hours per semester

Catalog Description: This course is designed for bilingual (heritage/native) speakers of Spanish. It provides instruction that builds upon the existing reading, writing, speaking and listening skills and the cultural heritage and knowledge of the students. Emphasis is on complex grammar and sentence structure, vocabulary building, speech habits, writing. Students are expected to improve in reading comprehension, writing and demonstrate an appreciation for Hispanic cultures.

Schedule Description: This course is designed for bilingual (heritage/native) speakers of Spanish. It provides instruction that builds upon the existing reading, writing, speaking and listening skills and the cultural heritage and knowledge of the students. Emphasis is on complex grammar and sentence structure, vocabulary building, speech habits, writing. Students are expected to improve in reading comprehension, writing and demonstrate an appreciation for Hispanic cultures.

Rationale: Modification of course name and reduced units to align with C-ID 220.

Effective: FA15

COURSE ID	COURSE TITLE
THART 131	SOUND FOR STAGE AND SCREEN

Departmental Advisory: ENGL 015 or eligible for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
WST 048	CROSS-CONNECTION CONTROL

Prerequisite: WST 045.

Schedule Description: This course is a study of the administrative and technical procedure required to establish a cross connection control program. The course prepares students to become certified as cross-connection control program specialists.

Rationale: Content Review

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14

10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14

Conjoint Meeting: 12-10-14

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COURSE ID	COURSE TITLE
WST 052	WATER TECHNOLOGY MATH

Prerequisite: MATH 942 or eligibility for MATH 952 as determined by SBVC assessment process.
Departmental Advisory: None.

Rationale: Content Review
Effective: FA15

COURSE ID	COURSE TITLE
WST 061	WATER DISTRIBUTION I

Catalog Description: This introductory course is designed for students interested in the field of water distribution. It covers the configuration, operation and maintenance of a water distribution system, and includes the Expected Range of Knowledge (ERK) required for the State Water Resource Control Board (SWRCB) water distribution exam at D1 and D2 levels. Successful completion of this course fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for the SWRCB D2 examination.

Schedule Description: This introductory course in water distribution covers the configuration, operation and maintenance of a water distribution system. It prepares students for the State Water Resource Control Board (SWRCB) D1 and D2 license exams. Successful completion of this course fulfills training required to apply for the SWRCB D2 examination.

Rationale: Content Review
Effective: FA15

COURSE ID	COURSE TITLE
WST 062	WATER DISTRIBUTION II

Catalog Description: This intermediate level course prepares students for apprentice or journey person positions in the field of water distribution. The course covers the Expected Range of Knowledge (ERK) required to pass California State Water Resources Control Board (SWRCB) water distribution examination at D3 level. Successful completion of this course fulfills the requirements for specialized training covering the fundamentals of water supply principles required to apply for CDPH D3 examination.

Schedule Description: This intermediate level course prepares students for apprentice or journey person positions in the field of water distribution. It prepares students for California State Water Resources Control Board (SWRCB) D3 license exam. Successful completion of this course fulfills training required to apply for CDPH D3 examination.

Rationale: Content Review
Effective: FA15

COURSE ID	COURSE TITLE
WST 063	WATER DISTRIBUTION III

Departmental Advisory: WST 052.

Catalog Description: This advanced level course prepares students for work in a highly skilled or supervisory position in the operation of a water distribution system. It includes the Expected Range of Knowledge (ERK) required for the California State Water Resources Control Board (SWRCB) water distribution exam at D4 and

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D5 levels. Successful completion of this course fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for SWRCB D4 examination.

Schedule Description: This advanced level course prepares students for California State Water Resources Control Board (SWRCB) D4 and D5 license exams. Successful completion of this course fulfills the training required to apply for SWRCB D4 examination.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
WST 073	WATER TREATMENT III

Departmental Advisories: WST 052 and CHEM 110.

Catalog Description: This advanced level course prepares students for journeyman level plant operator in the field of water treatment. The course covers the Expected Range of Knowledge (ERK) required to pass the State Water Resources Control Board (SWRCB) water treatment examination at T3 and T4 level. Successful completion of this course fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for SWRCB T4 and D4 examinations.

Schedule Description: This advanced level course prepares students for the State Water Resources Control Board (SWRCB) T3 and T4 license exams. Successful completion of this course fulfills training required to apply for SWRCB T4 and D4 examinations.

Rationale: Content Review

Effective: FA15

COURSE ID	COURSE TITLE
WST 074	WATER/WASTEWATER ANALYSIS

Units: 3

Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Rationale: The number of lecture units was increased from 1 to 2 lecture units to provide more theory in the classroom.

Effective: FA15

COURSE ID	COURSE TITLE
WST 082	WASTEWATER COLLECTION II

Schedule Description: This course focuses on the knowledge, skills, and abilities required to perform the essential duties of a skilled or journey level collection system maintenance technologist and prepares students to take the California Water Environment Association (CWEA) Collection System Certification exam at Grade II.

Rationale: Content Review

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
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DELETE COURSE

ASTRON 223	CD 222	HIST 110	RTVF 098
CD 072	CD 293	HIST 222	RTVF 105
CD 073	CD 295	LIB 068	RTVF 107
CD 074	EDU 290	LIB 069	RTVF 242
CD 116	GIS 131	PHYSIC 223	

Rationale: Courses are no longer offered.

Effective: FA15

DISTRIBUTED EDUCATION

ANTHRO 100	CIT 094	HIST 170	RELIG 101
ANTHRO 102	CIT 101	HIST 171	RELIG 110
ANTHRO 102H	CIT 102	KIN 202	RELIG 135
ANTHRO 106	CIT 110	LIB 062	RELIG 150
ANTHRO 106H	CIT 116	LIB 063	RELIG 175
ANTHRO 108	CIT 118	LIB 064	RELIG 176
ANTHRO 109	CIT 155	LIB 070	RELIG 180
ANTHRO 110	CIT 160	LIB 110	SOC 100
ANTHRO 125	CS 120	PHIL 101	SOC 100H
ANTHRO 222	CS 130	PHIL 101H	SOC 110
ANTHRO 223	CS 190	PHIL 102	SOC 110H
ASL 111	CS 265	PHIL 103	SOC 120
ASL 112	ENGL 070	PHIL 105	SOC 130
BUSAD 103	ENGL 075	PHIL 112	SOC 135
BUSAD 105	ENGL 151	PHIL 180	SOC 141
CD 108	ENGL 175	POLIT 100	SOC 145
CD 115	ENGL 270	POLIT 141	SOC 150
CD 185	ESCROW 001	REALST 063	WST 061
CIT 010	GEOG 100	REALST 068	WST 062
CIT 020	GIS 100	REALST 070	WST 063
CIT 021	HIST 107	REALST 074	WST 073
CIT 026	HIST 137	REALST 076	WST 082
CIT 091	HIST 138	REALST 078	
CIT 092	HIST 139	RELIG 100	
CIT 093	HIST 140	RELG 100H	

100% ONLINE

Rationale: One of the planning themes of San Bernardino Valley College (SBVC) is access. For career technical courses, the issue of scheduling is crucial. Students working the night shift can only take class in the morning while those working traditional day schedules can only take evening classes. Given these variables and difficult schedules, students need the flexibility of time that an online class affords. An asynchronous online class allows students to study when their schedules allow and where they have the space and materials to do so effectively. The online delivery method of these courses supports the mission of SBVC by providing access to education to a diverse community of learners who find themselves in a community with complicated lives and difficult and demanding schedules and responsibilities.

Effective: FA15

Curriculum Meeting: 5-12-14, 9-8-14, 9-22-14
10-6-14, 10-20-14, 11-3-14, 11-17-14, 12-8-14
Conjoint Meeting: 12-10-14
Board of Trustees Meeting: January 15, 2015
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Cheryl A. Marshall, President, CHC
PREPARED BY: Bryan Reece, Vice President of Instruction, CHC
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Curriculum Modifications

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Curriculum Modifications.

OVERVIEW

The courses, certificates and degrees at CHC are continually being revised and updated to reflect and meet student needs.

ANALYSIS

These courses, certificates and degrees have been approved by the Curriculum Committee of the Academic Senate.

BOARD IMPERATIVE

II. Learning Centered Institution for Student Access, Retention and Success.

FINANCIAL IMPLICATIONS

None.

CRAFTON HILLS COLLEGE
SUBMITTED FOR BOARD OF TRUSTEES APPROVAL
December 11, 2014

NEW COURSES

DIVISION: Radiologic Technology
DEPARTMENT: Allied Health Services
COURSE ID: **RADIOL 215**
COURSE TITLE: Radiography Registry Review and Testing I
SEMESTER UNITS: 3
LECTURE: 48
LAB: 0
PREREQUISITE(S): RADIOL 108: Radiation Protection I
RADIOL 109: Radiologic Physics II
RADIOL 111: Radiographic Image Critique I
RADIOL 112: Radiographic Positioning II
RADIOL 113: Radiographic Anatomy/ Physiology II
RADIOL 114: Radiographic Positioning Lab II
RADIOL 116: Radiographic Exposure II
RADIOL 117: Radiographic Clinic II
COREQUISITE(S): RADIOL 200: Radiation Protection II
RADIOL 202: Radiographic Image Critique II
RADIOL 203: Radiographic Positioning III
RADIOL 204: Radiographic Anatomy/ Physiology III
RADIOL 205: Radiographic Positioning Lab III
RADIOL 213: Radiographic Clinic III

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Review and testing of radiologic technology coursework in preparation for The American Registry of Radiologic Technologists (ARRT) board examination. Emphasis on digital radiography, computed radiography and picture archive and communication system (PACS).

SCHEDULE DESCRIPTION: Review and testing of radiologic technology coursework in preparation for The American Registry of Radiologic Technologists (ARRT) board examination. Emphasis on digital radiography, computed radiography and picture archive and communication system (PACS).

Note: Course does not currently equate with SBVC

Effective: FA15

Rationale: The Radiologic Technology program at Crafton Hills College must comply with standards of the Joint Review Committee for an Accredited Educational Program in Radiologic Sciences. This course is a part of the radiography curriculum approved by the American Society of Radiologic Technologists. RADIOL 206 is appropriate to the college's mission as a part of a career-technical education program and is an essential part of the preparation for employment as a radiologic technologist. This course is associate degree applicable and is a requirement for both a certificate and associate degree in Radiologic Technology.

MODIFIED COURSES

COURSE ID	COURSE TITLE
LIBR 100	Introduction to Library Research and Information Competency

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: DE addition only.

COURSE ID	COURSE TITLE
LIBR 110	Information Literacy

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: DE addition only.

COURSE ID	COURSE TITLE
PSYCH 101	Research Methods

PREREQUISITE: PSYCH 100: General Psychology or
PSYCH 100H: General Psychology - Honors and
PSYCH 120: Statistics for the Social and Behavioral Sciences or
MATH 110: Introduction to Probability and Statistics

CATALOG DESCRIPTION:

Introduction to the methodology of correlational and experimental research in psychology and related disciplines. Covers the design, data gathering, data analysis, and write-up of quantitative research. Designed primarily for psychology and other social and behavioral science majors.

SCHEDULE DESCRIPTION:

Introduction to the methodology of correlational and experimental research in psychology and related disciplines. Covers the design, data gathering, data analysis, and write-up of quantitative research. Designed primarily for psychology and other social and behavioral science majors.

Note: Does not currently equate at SBVC.

Effective: FA15

Rationale: CID revision.

COURSE ID	COURSE TITLE
RADIOL 108	Radiation Protection I

UNITS: 1.25

LECTURE: 20

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Unit change.

COURSE ID	COURSE TITLE
RADIOL 109	Radiologic Physics II

UNITS: 1.25

LECTURE: 20

Note: Does not currently equate at SBVC

Curriculum Meeting: 12/8/2014

Conjoint Meeting: 12/22/14

Board of Trustees Meeting: 1/15/2015

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Effective: FA15
Rationale: unit change.

COURSE ID	COURSE TITLE
RADIOL 112	Radiological Positioning II

UNITS: 1.25
LECTURE: 20

Note: Does not currently equate at SBVC

Effective: FA15
Rationale: Unit change.

COURSE ID	COURSE TITLE
RADIOL 113	Radiographic Anatomy/Physiology II

UNITS: 1.25
LECTURE: 20

Note: Does not currently equate at SBVC

Effective: FA15
Rationale: Unit change.

COURSE ID	COURSE TITLE
RADIOL 114	Radiographic Positioning Lab II

UNITS: 0.5
LECTURE: 0
LAB: 24

Note: Does not currently equate at SBVC

Effective: FA15
Rationale: Unit change.

COURSE ID	COURSE TITLE
RADIOL 115	Radiographic Clinic I

UNITS: 10.25
LECTURE: 0
LAB: 0
CLINICAL: 616

Note: Does not currently equate at SBVC

Effective: FA15
Rationale: Hour and unit change.

COURSE ID	COURSE TITLE
RADIOL 117	Radiographic Clinic II

UNITS: 13.75
LECTURE: 0
LAB: 0
CLINICAL: 832

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Hour and unit change.

COURSE ID	COURSE TITLE
RADIOL 200	Radiation Protection II

COREQUISITE(S): RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Add additional corequisite. Existing corequisite courses remain in effect.

COURSE ID	COURSE TITLE
RADIOL 202	Radiographic Image Critique II

COREQUISITE(S): RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Add additional corequisite. Existing corequisite courses remain in effect.

COURSE ID	COURSE TITLE
RADIOL 203	Radiographic Positioning III

UNITS: 1.25
LECTURE: 20

COREQUISITE(S): RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Unit and corequisite change. Add additional corequisite. Existing corequisite courses remain in effect.

COURSE ID	COURSE TITLE
RADIOL 204	Radiographic Positioning III

UNITS: 1.25
LECTURE: 20

COREQUISITE(S): RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Unit and corequisite change. Add additional corequisite. Existing corequisite courses remain in effect.

COURSE ID	COURSE TITLE
RADIOL 205	Radiographic Positioning Lab III

COREQUISITE(S): RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Add additional corequisite. Existing corequisite courses remain in effect.

COURSE ID	COURSE TITLE
RADIOL 207	Radiographic Fluoroscopic Imaging

PREREQUISITE: RADIOL 215: Radiography Registry Review and Testing I

CATALOG DESCRIPTION: Study of the history and principles of fluoroscopy including imaging intensification, equipment operation, exposure reduction, quality control, radiation biology and physics.

SCHEDULE DESCRIPTION: Study of the history and principles of fluoroscopy including imaging intensification, equipment operation, exposure reduction, quality control, radiation biology and physics.

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Course description change and additional prerequisite. Existing prerequisite course remain in effect.

COURSE ID	COURSE TITLE
RADIOL 208	Radiography Registry Review and Testing II

UNITS: 3
LECTURE: 48

PREREQUISITE: RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Unit change and additional prerequisite. Existing prerequisite course remain in effect.

COURSE ID	COURSE TITLE
RADIOL 209	Radiographic Pathology

COREQUISITE(S): RADIOL 215: Radiography Registry Review and Testing I

Curriculum Meeting: 12/8/2014

Conjoint Meeting: 12/22/14

Board of Trustees Meeting: 1/15/2015

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Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Add additional corequisite. Existing corequisite courses remain in effect.

COURSE ID	COURSE TITLE
RADIOL 210	Radiographic Positioning II

UNITS: 1.25

LECTURE: 20

PREREQUISITE: RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Unit change and prerequisite addition. Existing prerequisite course remain in effect.

COURSE ID	COURSE TITLE
RADIOL 211	Radiographic Anatomy/Physiology IV

UNITS: 1.25

LECTURE: 20

PREREQUISITE: RADIOL 200: Radiation Protection II
RADIOL 202: Radiographic Image Critique II
RADIOL 203: Radiographic Positioning III
RADIOL 204: Radiographic Anatomy/ Physiology III
RADIOL 205: Radiographic Positioning Lab III
RADIOL 213: Radiographic Clinic III
RADIOL 215: Radiography Registry Review and Testing I

COREQUISITE(S): RADIOL 207: Radiographic Fluoroscopic Imaging
RADIOL 208: Radiography Registry Review and Testing II
RADIOL 209: Radiographic Pathology
RADIOL 210: Radiographic Positioning IV
RADIOL 212: Special Procedures in Radiology
RADIOL 214: Radiographic Clinic IV

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Unit, prerequisite, and corequisite change.

COURSE ID	COURSE TITLE
RADIOL 212	Specials Procedures in Radiology

UNITS: 1.25

LECTURE: 20

PREREQUISITE: RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Curriculum Meeting: 12/8/2014

Conjoint Meeting: 12/22/14

Board of Trustees Meeting: 1/15/2015

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Effective: FA15

Rationale: Unit change and prerequisite addition. Existing prerequisite course remain in effect.

COURSE ID	COURSE TITLE
RADIOL 213	Radiographic Clinic III

UNITS: 12
LECTURE: 0
LAB: 0
CLINICAL: 724

COREQUISITE(S): RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Unit, hour and corequisite change. Add additional corequisite. Existing corequisite courses remain in effect.

COURSE ID	COURSE TITLE
RADIOL 214	Radiographic Clinic IV

UNITS: 12.5
LECTURE: 0
LAB: 0
CLINICAL: 752

PREREQUISITE: RADIOL 215: Radiography Registry Review and Testing I

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: Unit, hour and prerequisite change. Add additional prerequisite. Existing prerequisite course remain in effect.

NEW PROGRAM

OFFICE ASSISTANT CERTIFICATE

Certificate of Achievement

This certificate is designed to prepare students for entry-level positions as office assistant, receptionist, and general clerk.

REQUIRED COURSES:

		Units
BUSAD 053	Business Computations	3
	or	
MATH 952	Prealgebra	4
BUSAD 145	Business Communication	4
	or	
COMMST 145	Business Communication	4
CIS 091	Essential Technology Skills for College and Career Success	3
CIS 095	Employability Skills for Technical Careers	2

Curriculum Meeting: 12/8/2014

Conjoint Meeting: 12/22/14

Board of Trustees Meeting: 1/15/2015

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CIS 101	Introduction to Computer and Information Technology	3
CIS 105	Database Concepts and Design	3
	Total Units	18 – 19

PROGRAM MODIFICATIONS

ASSOCIATE OF SCIENCE DEGREE RADIOLOGIC TECHNOLOGY A.S.

Radiologic Technology is a fully accredited, hospital-based program sponsored by Arrowhead Regional Medical Center (ARMC). The program is affiliated with Crafton Hills College and accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).

NOTE: Prior to starting this degree the student must show proof of a clear criminal background check.

Required Courses	Units
RADIOL 100 Introduction to Radiologic Technology	1.5
RADIOL 103 Radiographic Positioning I	1
RADIOL 104 Radiologic Physics I	1.5
RADIOL 105 Radiographic Anatomy/ Physiology I	1
RADIOL 106 Radiographic Positioning Lab I	0.5
RADIOL 107 Basic Radiologic Medical Techniques	1.5
RADIOL 108 Radiation Protection I	1.25
RADIOL 109 Radiologic Physics II	1.25
RADIOL 110 Radiographic Exposure I	1
RADIOL 111 Radiographic Image Critique I	1
RADIOL 112 Radiographic Positioning II	1.25
RADIOL 113 Radiographic Anatomy/ Physiology II	1.25
RADIOL 114 Radiographic Positioning Lab II	0.5
RADIOL 115 Radiographic Clinic I	10.25
RADIOL 116 Radiographic Exposure II	1
RADIOL 117 Radiographic Clinic II	13.75
RADIOL 200 Radiation Protection II	1.5
RADIOL 202 Radiographic Image Critique II	1
RADIOL 203 Radiographic Positioning III	1.25
RADIOL 204 Radiographic Anatomy/ Physiology III	1.25
RADIOL 205 Radiographic Positioning Lab III	0.5
RADIOL 215 Radiography Registry Review and Testing I	3
RADIOL 207 Radiographic Fluoroscopic Imaging	1.5
RADIOL 208 Radiography Registry Review and Testing II	3
RADIOL 209 Radiographic Pathology	1
RADIOL 210 Radiographic Positioning IV	1.25
RADIOL 211 Radiographic Anatomy/Physiology IV	1.25
RADIOL 212 Special Procedures in Radiology	1.25
RADIOL 213 Radiographic Clinic III	12
RADIOL 214 Radiographic Clinic IV	12.5
Total Units	81.75

Lower division requirements for students interested in transferring to a four-year institution in this field may differ from associate degree requirements. Prospective transfer students should complete the general education and lower division requirements of the school to which they will be transferring. See a counselor for details. Information is also available at www.assist.org.

Curriculum Meeting: 12/8/2014

Conjoint Meeting: 12/22/14

Board of Trustees Meeting: 1/15/2015

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RADIOLOGIC TECHNOLOGY CERTIFICATE

Certificate of Achievement

The objective of this certificate is to prepare students to be competent practitioners in the field of radiography. Completion of the certificate will prepare the student to be eligible for the state and national board examinations and for entry-level employment in radiography. Radiologic Technology is an accredited, hospital-based program sponsored by Arrowhead Regional Medical Center (ARMC). The program is affiliated with Crafton Hills College and accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). Program applications and transcripts must be filed at ARMC School of Radiologic Technology by April 1st. Application packets are available from October through February of each year. Contact the Program Director at ARMC at (909) 580-3540 for information on the program and application materials. Visit the website www.arrowheadmedcenter.org. In 2015 all students will require an Associate degree in order to receive a certificate of completion from the Radiologic Technology program.

Admission:

The Admissions Committee selects students on the basis of their college grades, satisfactory completion of prerequisite courses, and a personal interview. Interviews are granted to thirty applicants who have completed all prerequisite courses with a minimum 2.5 GPA and have submitted a complete application package with the non-refundable fee. The Admissions Committee selects eight students and four alternates.

MINIMUM QUALIFICATIONS:

To be considered for a personal interview, the applicant must:

Submit a completed application package and fee; provide a copy of their high school diploma or GED; successfully complete the college prerequisites listed below plus completion of GE requirements for an AA or AS degree

Prerequisites		Units
AH 090*	Survey of Radiologic Technology	1.5
AH 101*	Medical Terminology	3
ANAT 101*	Essentials of Human Anatomy and Physiology	4
ENGL 101*	Freshman Composition	4
CIS 101*	Introduction to Computer and Information Technology	3
MATH 095*	Intermediate Algebra	4
Required First Semester Courses		Units
RADIOL 100	Introduction to Radiologic Technology	1.5
RADIOL 103	Radiographic Positioning I	1
RADIOL 104	Radiologic Physics I	1.5
RADIOL 105	Radiographic Anatomy/ Physiology I	1
RADIOL 106	Radiographic Positioning Lab I	0.5
RADIOL 107	Basic Radiologic Medical Techniques	1.5
RADIOL 110	Radiographic Exposure I	1
RADIOL 115	Radiographic Clinic I	10.25

Required Second Semester Courses	Units
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Curriculum Meeting: 12/8/2014

Conjoint Meeting: 12/22/14

Board of Trustees Meeting: 1/15/2015

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RADIOL 108	Radiation Protection I	1.25
RADIOL 109	Radiologic Physics II	1.25
RADIOL 111	Radiographic Image Critique I	1
RADIOL 112	Radiographic Positioning II	1.25
RADIOL 113	Radiographic Anatomy/ Physiology II	1.25
RADIOL 114	Radiographic Positioning Lab II	0.5
RADIOL 116	Radiographic Exposure II	1
RADIOL 117	Radiographic Clinic II	13.75

Required Third Semester Courses

		Units
RADIOL 200	Radiation Protection II	1.5
RADIOL 202	Radiographic Image Critique II	1
RADIOL 203	Radiographic Positioning III	1.25
RADIOL 204	Radiographic Anatomy/ Physiology III	1.25
RADIOL 205	Radiographic Positioning Lab III	0.5
RADIOL 213	Radiographic Clinic III	12
RADIOL 215	Radiography Registry Review and Testing I	3

Required Fourth Semester Courses

		Units
RADIOL 207	Radiographic Fluoroscopic Imaging	1.5
RADIOL 208	Radiography Registry Review and Testing II	3
RADIOL 209	Radiographic Pathology	1
RADIOL 210	Radiographic Positioning IV	1.25
RADIOL 211	Radiographic Anatomy/ Physiology IV	1.25
RADIOL 212	Special Procedures in Radiology	1.25
RADIOL 214	Radiographic Clinic IV	12.5
	Total Units	101.25

*Students may substitute equivalent or advanced level courses.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Gloria M. Fisher, President, SBVC
PREPARED BY: Dr. Haragewen Kinde, Vice President, Instruction, SBVC
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Donation – San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees accepts the following donation from Fede Charles Clifford

OVERVIEW

A donation of (1) 2000 Honda Civic LX is being made to the Automotive Department.

Donation
2000 Honda Civic LX

Source
Fede Charles Clifford

ANALYSIS

A donation of (1) Honda Civic LX is being made to the Automotive Department for instructional purposes.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Gloria M. Fisher, President, SBVC
PREPARED BY: Dr. Haragewen Kinde, Vice President, Instruction, SBVC
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Donation – San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees accepts the following donation from Distribution Management Association of Southern California.

OVERVIEW

A donation of \$500.00 is being made to the Music Department.

Donation
\$500.00

Source
Distribution Management
Association of Southern California

ANALYSIS

A donation of \$500.00 is being made to the Music Department for instructional purposes.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Acceptance of Classified Employee Resignation

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Michael Munoz, Broadcast Operator, KVCR.

OVERVIEW

Michael Munoz, Broadcast Operator, KVCR, submitted his letter of resignation with an effective date of December 16, 2014, after 3 years of service to the District. His last day of employment with the District was March 10, 2014.

ANALYSIS

The employee's resignation correspondence was received and accepted by the Human Resources Department.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, President, SBVC
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Adjunct and Substitute Academic
Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of adjunct and substitute academic employees as needed for the 2014-2015 academic year.

OVERVIEW

The following list of adjunct and substitute academic employees is submitted for approval of employment.

ANALYSIS

Part-time academic employees selected from the established pool are offered individual contracts on a semester-by-semester basis. Adjunct employees not assigned will remain in the pool for future consideration during the 2014-2015 academic year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

**San Bernardino Valley College
Adjunct & Substitute Academic Employees
Academic Year 2014-2015
January 15, 2015**

<u>NAME</u>	<u>DISCIPLINE</u>
Blanquet, Rebecca	Math
Falls, Anthony	Electricity/Electronics
Gablin, Theodore	Aeronautics
Green, Kenneth	Administration of Justice
Martinez, Carlos	Real Estate
Moeung, Botra	Student Development
Perez, Edward	English
Regus, John	Biology
Sacdalán, Alvin	Math
Scott, Benjamin Pierre	Human Services
Sega, Robert Joseph	Human Services
Tefera, Abey	Math

**Crafton Hills College
Adjunct & Substitute Academic Employees
Spring 2015**

Able, Ethan	Emergency Medical Services
Avery, George	Emergency Medical Services
Barrie, Trinette	Counselor, College Life, Personal and Career Development
Bedoya, Rosemary	Counselor, College Life, Personal and Career Development
Bogh, Debbie	Counselor, Personal Career Development, College Life
Camp, Brad	Counselor, Personal Career Development, College Life
Campbell, Phillip	Math
Chavira, Rejoice	Counselor, Personal Career Development, College Life
Colvey, Kirsten	Counselor, Personal Career Development, College Life
Crane, Thomas	Oceanography
Cummings, Lou'Rie	Counselor, College Life, Personal and Career Development
Curry, Victoria	Counselor, College Life, Personal and Career Development
Derosier, Wendy	Kinesiology
Dial, Troylynn	Counselor, College Life, Personal Career Development
Douthit, Milly	Counselor, Learning Resources, Personal Career Development, Learning Disabilities Specialist
Fry, Maureen	Counselor, Learning Disabilities Specialist, Learning Resources, Learning Disabilities Specialist
Garcia, Maria	Nurse
Gavrilov, Ginka	Math
Giles, Brizset	Accounting
Gist, John	Counselor, College Life, Personal Career Development
Goss, James	Emergency Medical Services

**Crafton Hills College
Adjunct & Substitute Academic Employees
Spring 2015**

Groff, Nathan	Emergency Medical Services
Hallex, Alicia	Learning Resources
Higgins, Meagan	Psychology
Hopper, Randi	Child Development
Horn, Chuck	Counselor, College Life, Personal and Career Development
Johnson, James	Anatomy
Lee, Young	Learning Resources, Learning Disabilities Specialist
Licerio, Marty	Counselor, DSPS
Loera, Anthony	Emergency Medical Services
Lopez, Monica	Counselor, College Life, Personal and Career Development
Martin, Lisa	Counselor, College Life, Personal and Career Development
Martinez, Michelle	Counselor, College Life, Personal and Career Development
McAtee, Robert	Counselor, Personal Career Development, College Life
Moreno, Mariana	Counselor, Personal Career Development, College Life
Nagy, Jeanne	Fine Arts
Newsom, Helen	Nurse/Nurse Practitioner
Parker, Mason	Kinesiology
Plaxton-Hennings, Charity	Psychology
Purper, Cammy	Child Development
Quintanar, Brittnee	Counselor, College Life, Personal and Career Development
Reid, Shirley	Math
Shum, Cindy	Counselor, College Life, Personal and Career Development
Siciliano, Anthony	Math
Singh, Manika	Counselor, College Life, Personal and Career Development
Sternard, Evan	Counselor, College Life, Personal Career Development
Thompson-Walker, Melissa	Child Development
Tilman, Susan	Counselor, Learning Disabilities Specialist, College Life, Personal and Career Development
Vasquez, Violetta	Counselor, College Life, Personal and Career Development
Washburn, Ben	Counselor, College Life, Personal and Career Development
Wilson, Debra	Counselor, College Life, Personal Career Development
Winokur, Robert	Music
Xayaphanthong, Soutsakhone	Counselor, Personal Career Development, College Life

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Classified Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Laura Oliver, Secretary I, CHC, Manuel Rosales, Broadcast Operator, KVCR, and Frank Gallegos, Broadcast Operator, KVCR.

OVERVIEW

Laura Oliver, Secretary I, CHC, effective January 16, 2015, Classified Salary Schedule Range, 29, Step A, at \$2,904.00 per month. Replaces Nicole Rodriquez.

Manuel Rosales, Broadcast Operator, KVCR, effective January 16, 2015, Classified Salary Schedule Range, 38, Step C, at \$3,996.00 per month. Replaces Yesica Alatorre.

Frank Gallegos, Broadcast Operator, KVCR, effective February 2, 2015, Classified Salary Schedule Range, 38, Step A, at \$3,623.00 per month. Replaces Gordon Saunders.

ANALYSIS

All requirements for employment processing have been completed and Human Resources has cleared the individuals for employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, President, SBVC

DATE: January 15, 2015

SUBJECT: Consideration of Approval of District Volunteers

RECOMMENDATION

It is recommended that the Board of Trustees approve District volunteers.

OVERVIEW

The individuals on the following list have volunteered their services and acknowledged that they will not receive payment of any kind for services performed.

ANALYSIS

Assignments performed by volunteers will not take away responsibilities or duties of regular academic or classified employees.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

**San Bernardino Valley College
Volunteers
Academic Year 2014-2015
January 15, 2015**

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Abrams, Eric	Social Sciences/Athletics	01/16/2015-06/30/2015
Aleamar, Carlos	President's Office/Police Academies	01/16/2015-06/30/2015
Amaro, Mia Z.	Social Sciences/Athletics	01/16/2015-06/30/2015
Bartman, Courtney	President's Office/Police Academies	01/16/2015-06/30/2015
Batshoun, Andrew J.	Social Sciences/Athletics	01/16/2015-06/30/2015
Castellanos, Kaiori A. N.	Social Sciences/Athletics	01/16/2015-06/30/2015
Chavez, Natalie D.	Student Services/Student Health Services	01/16/2015-06/30/2015
De Vaughn, Dana	Social Sciences/Athletics	01/16/2015-06/30/2015
Ehresmann, Jose Adres	Social Sciences/Athletics	01/16/2015-06/30/2015
Endo, Miles	Social Sciences/Athletics	01/16/2015-06/30/2015
Evans, Lauren	Social Sciences/Athletics	01/16/2015-06/30/2015
George, Stephanie	Student Services/DSP&S	01/16/2015-06/30/2015
Gonzales, Raymond	Social Sciences/Athletics	01/16/2015-06/30/2015
Higuera, Maria	Science/Chemistry	01/16/2015-05/21/2015
Knight, Stephanie	Arts & Humanities/Theatre Arts	01/16/2015-05/25/2015
Lora, Javier A.	Social Sciences/Athletics	01/16/2015-06/30/2015
Martinez, Francisco J.	Social Sciences/Athletics	01/16/2015-06/30/2015
Mendez, Israel	President's Office/Police Academies	01/16/2015-06/30/2015
Miner, Elizabeth A.	Social Sciences/Athletics	01/16/2015-06/30/2015
Montes, Joseph R.	Social Sciences/Athletics	01/16/2015-06/30/2015
Nash, Josh	Social Sciences/Athletics	01/16/2015-06/30/2015
Parsons, Jay	President's Office/Marketing & Public Relations	01/16/2015-06/30/2015
Perez, Jeremy	Social Sciences/Athletics	01/16/2015-06/30/2015
Peterson, Art	President's Office/Marketing & Public Relations	01/16/2015-06/30/2015
Placencia, Gabriel	Social Sciences/Athletics	01/16/2015-06/30/2015
Ramos-Torres, Adan	Social Sciences/Athletics	01/16/2015-06/30/2015
Rodriguez, Aaron	President's Office/Police Academies	01/16/2015-06/30/2015
Sanchez, Crystal	Social Sciences/Athletics	01/16/2015-06/30/2015
Sanchez, Eduardo	President's Office/Police Academies	01/16/2015-06/30/2015
Slaven, Christopher	President's Office/Police Academies	01/16/2015-06/30/2015
Suarez-Ramirez, Patricia	Student Services/DSP&S	01/16/2015-06/30/2015
Villalobos, Kenneth D.	Social Sciences/Athletics	01/16/2015-06/30/2015
White, Jessica	Social Sciences/Athletics	01/16/2015-06/30/2015
Ybarra, Joseph	President's Office/Police Academies	01/16/2015-06/30/2015
Zumski, Ed	President's Office/Marketing & Public Relations	01/16/2015-04/30/2015

**KVCR
Volunteers
January 15, 2015**

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Ba, Trinh	KVCR	01/16/2015-06/30/2015
Estrada, Natalia	FNX	01/09/2015-06/30/2015
Etheridge, Christopher	FNX	01/16/2015-06/30/2015
Moncada, Juan, Jr.	Graphics	01/09/2015-06/30/2015
Nunez, Edward	FNX	01/16/2015-06/30/2015
Strong, William	KVCR	01/16/2015-04/10/2015
Wright, Kimberly Ann	Broadcasting	01/09/2015-06/30/2015

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Employment Rescission

RECOMMENDATION

It is recommended that the Board of Trustees rescind the employment of Lyndsey Tone, Temporary Counselor, EOPS/CARE, SBVC.

OVERVIEW

Rescind the employment of Lyndsey Tone, Temporary Counselor, EOPS/CARE, SBVC, effective January 15, 2015.

ANALYSIS

On December 11, 2014, the Board of Trustees approved the employment of Lyndsey Tone. Ms. Tone has withdrawn her acceptance of the position.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: January 15, 2015

SUBJECT: Consideration of Approval of Extension of Management Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve an extension of the employment contract for Wendy Zinn, Manager, CTE Community Collaborative, ATTC.

OVERVIEW

Wendy Zinn, Classified Manager, CTE Community Collaborative, ATTC, District employment Contract, effective February 1, 2015 through June 30, 2015.

ANALYSIS

Wendy Zinn, will receive an extension of her employment contract effective July 1, 2014, through June 30, 2015.

BOARD IMPERATIVE

III. Learning Centered Institution for Student Access, Retention and Success.

FINANCIAL IMPLICATIONS

This position is categorically funded and is dependent on the life of the grant.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Cheryl Marshall, President, CHC
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Faculty Chair Stipend

RECOMMENDATION

It is recommended that the Board of Trustees approve a Faculty Chair Stipend for the 2014-2015 Spring Semester.

OVERVIEW

Breanna Andrews, Faculty Chair, Communication and Language Department, for the 2014-1015 academic year, spring semester. Stipend of \$3,500. Replaces Jeff Schmidt.

ANALYSIS

Faculty chairs are selected by faculty in accordance with an established campus process. Stipends for Faculty Chairs are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA.

BOARD IMPERATIVE

II. Learning Centered Institution for Student Access, Retention and Success.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Gloria Fisher, President, SBVC
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Head and Assistant Coach Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve SBVC head and assistant coach stipends.

OVERVIEW

The individuals on the attached list will serve as head and assistant coaches for the Spring 2015 Season.

ANALYSIS

Coaches are routinely hired for sports teams.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2014/2015 budget

SBVC
Head & Assistant Coach Stipend
Academic Year 2014/2015
January 15, 2015

Head Coaches
Effective January 16, 2015

Mierzwik, William	Baseball	\$6,764.00
Powell, Michael	Men's Track & Field	\$6,764.00
Powell, Michael	Women's Track & Field	\$6,764.00
Tivey, Jerry	Softball	\$6,764.00

Assistant Coaches
Effective January 16, 2015

Dees, Damon	Men & Women Track & Field	\$4,162.00
Edwards, Willie	Baseball	\$4,683.00
Kounas, Jason	Baseball	\$4,683.00
Leal, Rene	Baseball	\$4,683.00
Martinez, Frank	Baseball	\$1,821.00
Perez, Jeremy	Baseball	\$1,821.00
Gonzales, Raymond	Softball	\$3,642.00
Nelson, Troy	Men & Women Track & Field	\$4,683.00
Ratigan, Jim	Men & Women Track & Field	\$4,683.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Interim Management Appointment

RECOMMENDATION

It is recommended that the Board of Trustees approve Yecenia Cortez, Assistant Manager, Workforce Development, PDC.

OVERVIEW

Yecenia Cortez, Assistant Manager, Workforce Development, PDC, effective January 16, 2015, through June 30, 2015. Management Salary Schedule Range, 4, Step A, at \$52,203.00 annually. Replaces Deanna Krehbiel.

ANALYSIS

It is necessary to appoint an individual to serve on an interim basis until the position is filled permanently.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Management Appointment

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Maria C. Rodriguez, Director, EOPS/CARE, SBVC, and Jorge Gutierrez, Director, Facilities Planning and Construction, District.

OVERVIEW

Maria C. Rodriguez, Director, EOPS/CARE, SBVC, effective January 16, 2015. Management Salary Schedule Range 16, Step B, \$98,447.00 per year. New position.

Jorge Gutierrez, Director, Facilities Planning and Construction, District, effective February 2, 2015. Management Salary Schedule Range, 19, Step E, at \$131,921.00 annually. Replaces John Grow.

ANALYSIS

All requirements for employment processing have been completed and Human Resources has cleared the individuals for employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, President, SBVC

DATE: January 15, 2015

SUBJECT: Consideration of Approval of Non-Instructional Pay for Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve non-instructional pay for academic employees.

OVERVIEW

The following list of employees is submitted for approval.

ANALYSIS

Non-instructional pay is requested on a periodical basis to assist departments with various events on campus or in the community.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

**Crafton Hills College
Non-Instructional Pay
Academic Year 2014-2015
January 15, 2015**

Bartlett, Ryan, Title V Faculty Transfer Advocate Stipend, 8/19/14 through 12/19/14, not to exceed \$600, Funding source is Title V Grant.

Cannon, Judy, Title V Learning Communities Stipend, 8/19/14 through 12/19/14, not to exceed \$1,200, Funding source is Title V Grant.

Costello, Gerarda, Title V Adjunct Transfer Advocate stipend, 8/19/14 through 12/19/14, not to exceed \$300, Funding source is Title V Grant.

Martin, Lisa, Non-instructional pay for Title V Learning Community Counselor, 1/5/2015 through 5/29/2015, not to exceed 85 hours at \$49.00 per hour. Funding source is Title V Grant.

McClurg, Bruce, Title V Faculty Transfer Advocate Stipend, 8/19/14 through 12/19/14, not to exceed \$600, Funding source is Title V Grant.

Purvis, Dianne, Title V Faculty Transfer Advocate Stipend, 8/19/14 through 12/19/14, not to exceed \$600, Funding source is Title V Grant.

Truong, Sam, Title V Faculty Transfer Advocate Stipend, 8/19/14 through 12/19/14, not to exceed \$600, Funding source is Title V Grant.

Williams, Gary, Title V Faculty Transfer Advocate Stipend, 8/19/14 through 12/19/14, not to exceed \$600, Funding source is Title V Grant.

Winningham, Laura, Title V Faculty Transfer Advocate Stipend, 8/19/14 through 12/19/14, not to exceed \$600, Funding source is Title V Grant.

Word, Dan, Title V Faculty Transfer Advocate Stipend, 8/19/14 through 12/19/14, not to exceed \$600, Funding source is Title V Grant.

Yau, Margaret, Title V Faculty Transfer Advocate Stipend, 8/19/14 through 12/19/14, not to exceed \$600, Funding source is Title V Grant.

The Title V Transfer Advocate stipend is given to faculty members who have participated in the Title V Transfer Advocate program.

The Title V Learning Communities stipend is given to faculty members who have taken on a learning community component with their taught course. One of the objectives of the Title V grant is to strengthen the basic skills learning.

**San Bernardino Valley College
Non-Instructional Pay
Academic Year 2014-2015
January 15, 2015**

Beuche, William, will provide mentoring support for students tutoring in the Supplemental Instruction Project, 1-16-15 to 5-21-15, not to exceed 4 hours per week, at \$49.00 per hour. Funding source is Humanities general fund.

Chaney, Nikia, will provide mentoring support for students tutoring in the Supplemental Instruction Project, 1-16-15 to 5-21-15, not to exceed 4 hours per week, at \$49.00 per hour. Funding source is Humanities general fund.

Copeland, Mary, will provide mentoring support for students tutoring in the Supplemental Instruction Project, 1-16-15 to 5-21-15, not to exceed 3 hours per week, at \$49.00 per hour. Funding source is Humanities general fund.

Ferri-Milligan, Paula, to provide coordination of learning communities and supplemental instruction programs associated with the Learning Compass program, 01-16-15 to 5-21-15, to be paid a flat rate of \$5,831.00. Funding source is the Humanities general fund.

Kawa, Jon, will create a short video on preparing artwork to hang in a gallery and how to prepare a portfolio, 1-16-15 to 5-15-15, not to exceed 8 hours, at \$49.00 per hours. Funding source is the Perkins Grant.

Lee, Dirkson, will provide mentoring support for students tutoring in the Supplemental Instruction Project, 1-16-15 to 5-21-15, not to exceed 7 hours per week, at \$49.00 per hour. Funding source is Humanities general fund.

Marrs, Tracy, will provide mentoring support for students tutoring in the Supplemental Instruction Project, 1-16-15 to 5-21-15, not to exceed 11 hours per week, at \$49.00 per hour. Funding source is Humanities general fund.

Mayne, Michael, will facilitate the STEM (Science Technology, Engineering and Math) assessment workshops for students who are preparing to take the SBVC assessment test. He will also facilitate supplemental instructor trainings, workshops and other STEM activities, 1-19-15 to 6-30-15, not to exceed 7 hours per week or 126 hours, at \$49.00 per hour. Funding source is the STEM Grant.

Notarangelo, Maria, , will provide mentoring support for students tutoring in the Supplemental Instruction Project, 1-16-15 to 5-21-15, not to exceed 8 hours per week, at \$49.00 per hour. Funding source is Humanities general fund.

Romero, Markazan, to develop and update Electricity/Electronics curriculum, 1-16-15 to 5-22-15, not to exceed 30 hours, at \$49.00 per hour. Funding source is Applied Technology, Transportation & Culinary Arts general fund.

Shand, Herbert, will provide support for STEM (Science Technology, Engineering and Math) supplemental instructors, 1-16-15 to 6-30-15, not to exceed 422 hours, at \$49.00 per hour. Funding source is the STEM grant.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Professional Expert, Short-Term, and
Substitute Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Professional Expert, Short-Term, and Substitute Employees.

OVERVIEW

The following list of Professional Expert, Short-Term, and Substitute Employees is submitted for approval.

ANALYSIS

Approval of Professional Expert, Short-Term, and Substitute Employees is essential to the operation and needs of the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Professional Expert Hourly Employees
January 15, 2015

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Stone, Paige	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/EMS Specialist	1/16/15	6/30/15	\$20/\$25/\$30
Brown, Deborah	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/EMS Specialist	1/16/15	6/30/15	\$20./25./30
Prieto, Crystal	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/EMS Specialist	1/16/15	6/30/15	\$20./25./30
Verosik, Eileen	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/EMS Specialist	1/1/15	6/30/15	\$20./25./30
Day, Benjamin	Professional Development Center	DIST	Workforce Development/ PDC Trainer	1/16/15	6/30/15	\$50.00
Ortiz, Miguel	Professional Development Center	DIST	Workforce Development/ PDC Trainer	1/16/15	6/30/15	\$50.00
Campos, Norma	Applied Technology, Transportation & Culinary Arts	SBVC	CTE Transition Coordinator	1/16/15	6/30/15	\$20.00
Dominguez, Eric	Arts & Humanities	SBVC	RTVF Intern I	1/16/15	6/30/15	\$11.00
Vandamme, Nick	Arts & Humanities	SBVC	RTVF Intern I	1/16/15	6/30/15	\$11.00
Trewhelia, Donna	Arts & Humanities	SBVC	RTVF Intern III	1/16/15	6/30/15	\$13.00
Rincon, Richard	Criminal Justice	SBVC	Facilitator/ Evaluator/ Safety Facilitator	1/1/15	6/30/15	\$35./105./ 25.

Bolivar, Fernando	Foster & Kinship Care Education	SBVC	Foster Parenting Education	1/16/15	6/30/15	\$45.00
McSherry, Lauren	Grant Development and Management	SBVC	Grant Writer II	1/16/15	6/30/15	\$40.00
Escloven-Dexter, Lionel	Human Services	SBVC	Training Specialist	1/16/15	6/30/15	\$19.00

Amend December 11, 2014 Board to correct last name:

Trudeau, Patricia	Professional Development Center	DIST	Workforce Development/ PDC Trainer	1/1/15	6/30/15	\$50.00
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Amend December 11, 2014 Board to correct Department, Duties and Rate of Pay.

Gaddy, Duran	Fire Technology Program	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	12/12/14	12/31/14	\$30/23/22.50
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**Short Term Hourly Employees****January 15, 2015**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Blackford, Robert	Art Department	CHC	Model (Undraped)	1/16/15	6/30/15	\$16.00
Jablonski-Deniger, Paige	Art Department	CHC	Model (Undraped)	1/16/15	6/30/15	\$16.00
Martin, David	Art Department	CHC	Model (Undraped)	1/16/15	6/30/15	\$16.00
Meses, Vanesa	Art Department	CHC	Model (Undraped)	1/16/15	6/30/15	\$16.00
Estrada, Joshua	Kinesiology	CHC	Tutor II	1/16/15	6/30/15	\$12.00
Aguilar, Marina Mejia	Kinesiology	CHC	Tutor II	1/16/15	6/30/15	\$12.00
Gu, Shenwen	STEM Pathways	CHC	Tutor II	1/16/15	6/30/15	\$12.00
Neal, Jennifer	STEM Pathways	CHC	Tutor II	1/16/15	6/30/15	\$12.00
Cooprider, Rosemary	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Copeland, Lauren	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Duong, Roselyn	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Harper, Patricia	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Henry, Lisa	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Jackson, Shelly	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
McDowell, Linda	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Ramirez, Alberta	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Ruston, Megin	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Ruvalcaba, Ruben	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Shields, Courtney	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Tremazi, Kalsoom F	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00

Vega, Adrian	English Department	SBVC	Tutor III	1/16/15	6/30/15	\$14.00
Edwards II, Gregory	Art Department	SBVC	Model (Undraped)	1/16/15	6/30/15	\$16.00
Hamen, Jasmine	Art Department	SBVC	Model (Undraped)	1/16/15	6/30/15	\$16.00
Neuharth, Rose	Art Department	SBVC	Model (Undraped)	1/16/15	6/30/15	\$16.00
Peeters, Ryan	Art Department	SBVC	Model (Undraped)	1/16/15	6/30/15	\$16.00
Lopez, Andrea	Disabled Student Programs and Services	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Davis, Cynthia	GIS	SBVC	Tutor I	1/16/15	6/30/15	\$10.00
Ballesteros, Jose A	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Bojorquez-Gonzalez, Samuel	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Calzada, Nataly G	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Catalano, Giulia N	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Cruz, Donna M	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Daneshvar, Parisa	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Echeverria, Benjamin	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Estrada, Michelle	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Haque, Monirul I	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Laguardia, Erik J	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Malone, Kevin	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Ojeda, James	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Polo, Denise	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Ruiz, Xavier	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Vasquez, Diego	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00

Ventura, Enrique	Office of Instruction	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Boyd, John	Outreach/ Counseling	SBVC	Project Assistant I	10/21/14	12/31/14	\$10.00
Christian, Melissa	Research & Planning	SBVC	Project Assistant III	1/19/15	6/30/15	\$14.00
Sahi, Mamta	Research & Planning	SBVC	Project Assistant III	1/19/15	6/30/15	\$14.00
Bartlett, Jonathan	Student Success Center	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Diaz, Maria L	Student Success Center	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Flores Salas, Edwin	Student Success Center	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Loureiro-Estrada, Marcus	Student Success Center	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Martinez, Eric D	Student Success Center	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Skans, Melanie S	Student Success Center	SBVC	Tutor II	1/16/15	6/30/15	\$12.00
Zahid, Hunter	Student Success Center	SBVC	Tutor II	1/16/15	6/30/15	\$12.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Substitute Employees

January 15, 2015

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate	Justification
Shaff, Joseph	KVCR	DIST	Broadcast Operator	11/24/14	1/24/15	\$20.82	New: Vacancy. In recruitment.
Hagin, Deborah	Counseling	CHC	Secretary II	12/1/14	1/30/15	\$18.41	Extension: Vacancy (M. Williams). In recruitment.
Book, Paula J	Child Development Center	CHC	Child Development Assistant	12/11/14	2/11/15	\$12.84	Extension 2 - vacancies (R. Quintana, A. Sumlin) Need back up subs for coverage (1-p/t 1 - f/t).Insufficient pool, reposted.
Luther, Lorie	Child Development Center	CHC	Child Development Assistant	12/11/14	2/11/15	\$12.84	Extension: 2 - vacancies (R. Quintana, A. Sumlin) Need back up subs for coverage (1-p/t 1 - f/t).Insufficient pool, reposted.
Chacon, Kimberly	Child Development Center	SBVC	Clerical Assistant I	12/4/14	2/4/15	\$13.69	New: Sick/Vacation /LOA Coverage

Claude, Peter R	Applied Technology-Tool Room	SBVC	Tool Room Specialist	11/25/14	1/25/15	\$15.48	Extension: Vacancy (J. Donnelly) Medical Leave. Splitting shift with other sub.
Gonzales, Amelia	Admissions & Records	SBVC	Admissions and Records Technician	11/29/14	1/29/15	\$17.97	Extension: Vacancy (K. Marmolejo) working out of class.
Mills, Lawrence	Applied Technology, Transportation, and Culinary Arts	SBVC	Tool Room Specialist	2/9/15	4/9/15	\$15.48	Extension: Sick/LOA Coverage.
Schlinkert, Tamara	Applied Technology, Transportation, and Culinary Arts	SBVC	Laboratory Technician, Culinary Arts	1/14/15	3/13/14	\$20.82	Extension: Vacancy in active recruitment.
Stevenson, David	Science	SBVC	Lab Technician, Anatomy & Physiology	12/9/14	12/19/14	\$20.82	Extension: Vacancy in active recruitment.
Warren, Nichole	Applied Technology, Transportation, and Culinary Arts	SBVC	Tool Room Specialist	1/26/15	3/26/15	\$15.48	Extension: Sick/LOA Coverage.
Sanchez, Frances	HSI STEM PASS GO	SBVC	Secretary I	11/21/14	1/21/15	\$16.69	New: Vacancy (E. Lopez) while working out of class as Tutorial Coordinator.
Ramirez Islas, Cosme	Child Development Center	SBVC	Child Development Assistant	12/19/14	2/19/15	\$13.35	New: Sick/Vacation /LOA Coverage

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant

DATE: January 15, 2015

SUBJECT: Consideration of Approval of Reclassification of Ms. Veronica Lehman

RECOMMENDATION

It is recommended that the Board of Trustees approve the Reclassification of Ms. Veronica Lehman from Clerical Assistant I (Part-Time) to Financial Aid Specialist I at the Financial Aid Office, Crafton Hills College.

OVERVIEW

Ms. Veronica Lehman submitted a Request for Consideration of Position Classification on October 30, 2014. The California School Employees Association (CSEA) and the District reviewed the request and approved to reclassify Ms. Lehman from Clerical Assistant I to Financial Aid Specialist I effective November 1, 2014. Ms. Veronica Lehman will be reclassified from Range 21, Step E, to Range 38, Step A, retroactive to November 1, 2014.

ANALYSIS

Ms. Veronica Lehman performs an accretion of duties and responsibilities outside the scope of the Clerical Assistant I position. Ms. Lehman has been working out of class since January, 2014. The duties and responsibilities include but are not limited to: processing of financial aid applications and verification forms and files; determining student eligibility for Federal/or State aid; assisting students in completing their FAFSA's and all requirements accurately; and outreach to local high schools.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Ms. Veronica Lehman will be reclassified from Range 21 Step E to Range 38 Step A, retroactive to November 1, 2014.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of the Revision of Management Job Descriptions

RECOMMENDATION

It is recommended that the Board of Trustees approve the revisions of the Accounting Manager, Payroll Supervisor and Director, Human Resources management job descriptions.

OVERVIEW

The revision to the Payroll Supervisor job description is retitling to Payroll Administrator and the revision to the Accounting Manager job description is to eliminate the payroll duties and responsibilities.

The revisions to the Director, Human Resources job description consist of revisions to minimum qualifications.

ANALYSIS

The retitling of the Payroll Supervisor to Payroll Administrator clearly depicts the additional duties and responsibilities which warrants a range adjustment to Range 10 of the Management Salary Schedule.

The revision of the Accounting Manager is warranted due to payroll duties and responsibilities being absorbed by the Payroll Administrator.

The revisions to the Director, Human Resources, job description are to align the minimum requirements organizationally.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

The financial impact is the increase in salary from Range 9 to Range 10 for the Payroll Administrator position.

No financial impact to the Accounting Manager or Director, Human Resources positions.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

PAYROLL SUPERVISOR ADMINISTRATOR

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.*

SUMMARY DESCRIPTION

~~Under direction of the Director, Fiscal Services, supervises, assigns, reviews, and participates in the work of staff responsible for processing District wide payroll including preparing, monitoring, reconciling, analyzing and maintaining fiscal records; ensures work quality and adherence to established policies and procedures; and performs the more technical and complex tasks relative to assigned area of responsibility.~~
appropriate administrator, the Payroll Administrator is responsible for all areas related to payroll including preparation and analysis of general ledger, financial and government reporting, retirement reporting, payroll deductions, employer benefits, tax filings, collection of accounts receivable, year-end, payroll warrants and other disbursements. The Payroll Administrator provides highly responsible and complex administrative support to the assigned administrator, coordinates assigned activities with other departments, divisions, and outside agencies, and is responsible for ensuring that work is properly allocated, completed in a timely and accurate manner, and adheres to established policies and procedures.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. ~~Plans, prioritizes, assigns, supervises, reviews, and participates in the work of staff responsible for processing District wide payroll including check disbursements, preparing, monitoring, reconciling, analyzing and maintaining fiscal records.~~ performing complex and highly technical financial record keeping and accounting duties for payroll district operations and services including the preparation and maintenance of general ledger, financial reporting, year-end, payroll warrants and other disbursements, and collection of accounts receivable.
2. ~~Audits academic and classified contracts and hourly payrolls; oversees the compilation, maintenance and updating of payroll documents and related records for accuracy.~~
3. ~~Monitors and adjusts employee annual wage statements for overpayment, third party sick pay and workers' compensation payments.~~
4. ~~Monitors compliance of legislative changes and District contract revisions; recommends procedural changes as necessary; designs and implements the use of payroll related forms.~~
5. ~~Prepares and submits various reports and statements for governmental jurisdiction, including retirement, health insurance, PERS and STRS, and Department of Education.~~
6. ~~Develops payroll services goals and objectives, establish schedules and methods for providing payroll processing services; identifies resource needs; reviews needs with appropriate management staff; allocates resources accordingly.~~
2. Prepares reports for governmental jurisdiction including state and federal reports, retirement reports, use tax reports, Department of Education reports.
3. Reviews and implements changes in state and federal laws.
4. Establishes schedules and methods for providing technical accounting and financial record keeping services; identifies resource needs; reviews needs with appropriate management staff; allocates resources accordingly.
5. Ensure an accurate and timely reporting of various reports and statements for governmental jurisdiction, including retirement, health insurance, Department of Education, all monthly, quarterly, and year-end financial reporting.

6. Maintains records concerning operations and programs; prepares reports on operations and activities.
7. Participates in the development of goals and objectives as well as policies and procedures to support campus fiscal and business operations; makes recommendations for changes and improvements to existing standards, policies, and procedures; and participates in the implementation of approved policies and procedures; makes recommendations for changes and improvements to existing standards, policies, and procedures; and monitors work activities to ensure compliance with established policies and procedures.
8. Participates in the selection of assigned staff; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline procedures.
9. Plans, prioritizes, assigns, supervises, reviews, and participates in the work of staff responsible for processing District-wide payroll including preparing, monitoring, reconciling, analyzing and maintaining of payroll records.
10. Oversee and ensure accurate processing of classified and academic payroll.
11. Provides accounting information and assistance to administrators and staff, responds to financial questions/concerns to meet district needs, coordinates communications with other departments and a variety of outside governmental offices and agencies.
12. Participates in year-end closing of the general ledger for year-end financial reporting.
13. Participates in annual audit with internal and external auditors; ensures audit is completed within District timelines.
- ~~14. Participates in the preparation and administration of the payroll processing budget; submits budget recommendations; monitors expenditures.~~
- ~~15. Researches and responds to questions regarding payroll related issues; coordinates communications with other departments and a variety of outside governmental offices and agencies; prepares responses to court or arbitration ordered payroll data.~~
14. Attends and participates in professional group meetings; maintains awareness of new trends and developments in the field of payroll related accounting operations; incorporates new developments as appropriate into programs.
15. Supports the appropriate administrator with special projects and workflow process improvements.
16. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Operations, services, and activities of a community college district payroll processing program.
- Principles and practices of accounting as related to a community college district.
- ~~Methods and techniques of payroll processing for classified and certificated employees.~~
- Application of electronic data processing to accounting practices and reporting requirements.
- Principles of supervision, training, and performance evaluation.
- Basic principles and practices of budget preparation and administration.
- Principles and procedures of record keeping and internal control.
- Principles of business letter writing and basic report preparation.
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
- Generally Accepted Accounting Principles (GAAP), California Community Colleges Budget and Accounting Manual (BAM).
- Pertinent federal, state, and local laws, codes, and regulations.

Ability to:

~~Coordinate and direct District payroll processing operations.~~

Supervise, organize, and review the work of assigned staff involved in performing complex and highly technical financial record keeping and accounting duties for various campus operations and services, preparing and processing and District payroll.

Select, train, and evaluate staff.

Analyze and solve problems

Understand financial reporting and general ledger structure

Recommend and implement goals, objectives, policies and procedures for providing payroll processing services.

Understand the organization and operation of the District and of outside agencies as necessary to assume assigned responsibilities.

Understand, interpret, and apply general and specific administrative and departmental policies and procedures as well as applicable federal, state, and local policies, laws, and regulations.

Prepare clear and concise reports.

Perform difficult and complex accounting work in the preparation, maintenance and review of all financial records, accounts and reports.

Plan, organize and participate in financial and statistical record-keeping activities.

Participate in the preparation and administration of assigned budgets.

Audit, reconcile, verify, balance and adjust complex and detailed payroll accounts.

Analyze and interpret computerized data reports related to payroll and record keeping.

Assure compliance with applicable policies, procedures and governmental regulations.

Plan and organize work to meet changing priorities and deadlines.

Respond to questions and inquiries from employees and resolve payroll problems with tact and proficiency.

Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

Associate's Degree ~~with a major in accounting or business administration~~ from an accredited college or university with major course work in accounting, finance or related field or the equivalent of two (2) years of increasingly responsible experience in payroll administration, including lead or supervisory experience.

Experience:

Four (4) years of increasingly responsible general accounting ~~and/or bookkeeping~~ experience ~~that includes preparation of a large payroll and one two (2) years of administrative and/or lead or supervisory experience.~~

Preferred Experience:

1. A Bachelor's degree in accounting, finance or related field from an accredited college or university.
2. ~~Three (3) years of~~ Experience working in a California community college ~~setting~~ or any public agency accounting environment.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull up to 25 pounds; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

Board Approved: July 12, 2012
Revised: January 15, 2015

Management Salary Schedule: Range: 9 10

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

ACCOUNTING MANAGER

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.

SUMMARY DESCRIPTION

Under direction of the appropriate administrator, the Accounting Manager is responsible for all areas related to District-wide accounting and financial reporting, and budget including preparation and analysis of general ledger, bank reconciliations, financial reporting, year-end audit, collection of accounts receivable, and deposits of funds. The Accounting Manager is responsible for ensuring that work is properly allocated, completed in a timely and accurate manner, and adheres to established policies and procedures.

Deleted: and payroll
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REPRESENTATIVE DUTIES

The following duties are typical for this classification.

- 1. Plans, prioritizes, assigns, supervises, reviews, analyzes, advises, and approves the work of staff responsible for performing complex and highly technical financial record keeping and accounting duties for a variety of district operations and services including the preparation and maintenance of general ledger, bank reconciliations, financial reporting, year-end audit, collection of accounts receivable, and deposits of funds.
2. Prepares reports for governmental jurisdiction including state and federal reports, retirement reports, use tax reports, Department of Education reports, quarterly and annual reports.
3. Reviews and implements changes in state and federal laws.
4. Establishes schedules and methods for providing technical accounting and financial record keeping services; identifies resource needs; reviews needs with appropriate management staff; allocates resources accordingly.
5. Provides leadership in new and emerging technologies in support of fiscal services.
6. Ensure an accurate and timely reporting of all monthly, quarterly, and year-end close financial information.
7. Participates in the development of goals and objectives as well as policies and procedures to support campus fiscal and business operations; makes recommendations for changes and improvements to existing standards, policies, and procedures; participates in the implementation of approved policies and procedures; monitors work activities to ensure compliance with established policies and procedures.
8. Participates in the preparation and administration of the District budget; submits budget recommendations; monitors expenditures.
9. Plans, prioritizes, assigns, supervises, reviews, and participates in the work of staff responsible for performing complex and highly technical financial record keeping and accounting duties for a variety of district operations and services including the preparation and maintenance of general ledger, bank reconciliations, financial reporting, year-end audit, payroll functions, collection of accounts receivable, and deposits of funds.
10. Participates in the selection of assigned staff; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline procedures.
11. Provides accounting information and assistance to administrators and staff, responds to financial questions/concerns to meet district needs, coordinates communications with other departments and a variety of outside governmental offices and agencies.

Deleted: payroll functions,

Deleted: payroll

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Deleted: processing District-wide payroll including preparing, monitoring, reconciling, analyzing and maintaining of payroll records

Deleted: <#>Oversee and ensure accurate processing of classified and certificated payroll.¶

12. Performs department audits; checks and reviews a variety of records, accounts, and reports for accuracy; assists with calculations; inspects for proper transactions, encumbrances, and allocation of categorical funds related to campus accounting functions.
13. Participates in year-end closing of the general ledger for year-end financial reporting.
14. Coordinates annual audit with internal and external auditors; ensures audit is completed within District timelines.
15. Maintains records concerning operations and programs; prepares reports on operations and activities.
16. Attends and participates in professional group meetings; maintains awareness of new trends and developments in the field of accounting and financial record keeping; incorporates new developments as appropriate into programs.
17. Supports the appropriate administrator with special projects and workflow process improvements
18. Performs other related duties as assigned.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operations, services, and activities of a technical accounting and financial record keeping program.
 Principles and practices of accounting as related to a community college district.
 Application of electronic data processing to accounting practices and reporting requirements.
 Principles of supervision, training, and performance evaluation.
 Principles and practices of budget preparation.
 Principles and procedures of record keeping and internal control.
 Principles of business letter writing and basic report preparation.
 Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
 Generally Accepted Accounting Principles (GAAP), California Community Colleges Budget and Accounting Manual (BAM)
 Pertinent federal, state, and local laws, codes, and regulations.

Deleted: , payroll and administration

Ability to:

Supervise, organize, and review the work of assigned staff involved in performing complex and highly technical financial record keeping and accounting duties for various campus operations and services.
 Analyze and solve problems
 Understand financial reporting and general ledger structure
 Recommend and implement goals, objectives, policies and procedures for providing technical accounting and financial record keeping services.
 Understand the organization and operation of the District and of outside agencies as necessary to assume assigned responsibilities.
 Understand, interpret, and apply general and specific administrative and departmental policies and procedures as well as applicable federal, state, and local policies, laws, and regulations.
 Prepare clear and concise reports.
 Perform difficult and complex accounting work in the preparation, maintenance and review of all financial records, accounts and reports.
 Plan, organize and participate in financial and statistical record-keeping activities.
 Participate in the preparation and administration of District-wide budgets.
 Maintain and audit fiscal records and accounts within the accounting office.
 Analyze and interpret computerized data reports related to accounting and financial record keeping.
 Plan and organize work to meet changing priorities and deadlines.
 Select, train, and evaluate staff.

Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university with major course work preferable in accounting, business administration or a related field.

Experience:

Four (4) years of increasingly responsible experience in general accounting including two (2) years of lead or supervisory experience.

Preferred Experience:

Experience California Community College setting or Public Agency accounting.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull up to 25 pounds; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

Board Approved: October 10, 2013

Revised: January 15, 2015

MANAGEMENT SALARY SCHEDULE: RANGE: 13,

Deleted: ¶

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

DIRECTOR, HUMAN RESOURCES

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the

class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.

SUMMARY DESCRIPTION

Under administrative direction of the Vice Chancellor, Human Resources & Employee Relations, directs, manages, supervises, and coordinates the daily activities and operations of the Human Resources Division including personnel operations, employee health and welfare programs, employee relations, risk management, Worker's Compensation, ADA compliance, and equal employment opportunity compliance and administration; coordinates assigned activities with other departments, divisions, and outside agencies; and provides highly responsible and complex administrative support to the Vice Chancellor, Human Resources & Employee Relations.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Assumes management responsibility for daily services and activities of the Human Resources Division including personnel operations, employee health and welfare programs, employee relations, risk management, Worker's Compensation, ADA compliance, safety and disaster preparedness compliance, and equal employment opportunity compliance and administration.
2. Manages and participates in the development and implementation of goals, objectives, policies, and priorities for assigned areas and programs; recommends and administers policies and procedures.
3. Monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; recommends, within departmental policy, appropriate service and staffing levels.
4. Plans, directs, coordinates, and reviews the work plan for assigned staff to provide high quality of services; assigns work activities, projects, and programs; reviews and evaluates work products, methods, and procedures; meets with staff to identify and resolve problems and create an environment of continued improvement.
5. Recommends the selection, training, motivation, and evaluation of assigned personnel; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline and termination procedures.
6. Participates in the development and administration of the Human Resources Division annual budget; participates in the forecast of funds needed for staffing, equipment, materials, and supplies; monitors and approves expenditures; implements adjustments.
7. Ensures that the recruitment and selection process for all District employee classifications is in full compliance with both federal and state rules, regulations and guidelines.
8. Participates in negotiations with the collective bargaining units; researches and assists in the development of draft tentative agreements and memorandum of understandings.
9. Assists and counsels management personnel in the administration of collective bargaining contracts, resolution of personnel issues, grievances and disciplinary action.
10. Develops and implements staff training and development programs and employee orientation programs to meet the needs of personal, professional and organizational development.
11. Administers and manages the compilation of statistics on personnel data; prepares reports and surveys required by the pertinent laws and regulations.
12. Investigates and assists in resolution of discrimination and sexual harassment complaints.
13. Serves as staff on a variety of committees; prepares and presents staff reports and other necessary correspondence.
14. Provides responsible staff assistance to the Vice Chancellor, Human Resources & Employee Relations; conducts a variety of organizational studies, investigations, and operational studies; recommends modifications to human resource and personnel administration programs, policies, and

procedures as appropriate.

15. Attends and participates in professional group meetings; maintains awareness and currency of legislation, new regulations, trends and developments in the field of human resources and employee relations; incorporates new developments as appropriate.
16. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
17. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operational characteristics, services, and activities of a human resource administration program.
Principles and practices of human resource management including compensation, position classification and analysis, benefits management, risk management, workers compensation, training/employee development.
Principles and practices of program development and administration.
Methods and techniques of collective bargaining and contract negotiation.
Principles and applications of recruitment and equal employment opportunity.
Operational characteristics of human resource information systems.
Principles and practices of budget preparation and administration.
Principles of supervision, training, and performance evaluation.
Pertinent federal, state, and local laws, codes, and regulations relating to personnel management in a public agency setting and institutions of higher education.

Ability to:

Oversee and participate in the management of a comprehensive human resource management program.
Oversee, direct, and coordinate the work of lower level staff.
Participate in the selection and recommendation, supervision, training, and evaluation of staff.
Participate in the development and administration of goals, objectives, and procedures for assigned area.
Provide leadership for the successful implementation of a new Human Resources Information System.
Gather and analyze data and situations and make appropriate decisions.
Effectively serve as a resource to employees pertaining to human resources related problems, concerns and issues.
Prepare and present comprehensive, concise, clear oral and written reports.
Participate in collective bargaining negotiations and contract administration.
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.
Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.
Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties.
Provide leadership based on ethics and principles as they relate to Human Resources functions and operations.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities*

would be:

Education/Training:

A ~~Master's~~ Bachelor's degree from an accredited college or university with major course work preferably in human resources, personnel administration, business administration or a related field.

Required Experience:

Five years of increasingly responsible professional human resource experience ~~including three years of administrative and supervisory responsibility.~~

Preferred Experience:

1. Human Resources experience in the California Community College System.
2. Knowledge of the California Education Code, Government Code, Title 5 and/or other state regulations applicable to the human resources functions for community colleges.
- ~~3. Demonstrated knowledge and/or experience in collective bargaining contract regulations and labor relations in a public education or community college environment.~~

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

Management Salary Schedule: Range: 19

Board Approved: December 11, 1997

Revised: September 16, 2002

Revised: December 14, 2006

Revised: February 12, 2009

Revised: January 15, 2015

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Salary Step Advancement for Management Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the salary step advancement for Bryan Reece, Vice President, Instruction, CHC.

OVERVIEW

Acting on the recommendation of Bruce Baron, Chancellor, it is being recommended that Bryan Reece, Vice President, Instruction, be advanced on the Management Salary Schedule from Range 23, Step B, \$11,542.83 per month to Range 23, Step C, \$12,120.42 per month, effective July 1, 2014.

ANALYSIS

Advancement on the Management Salary Schedule for employees on Range 23 and higher is at the discretion of the Chancellor.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, President, SBVC
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Temporary Academic Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the temporary academic appointment of Ramiro Hernandez, Temporary Counselor, SBVC, Soutsakhone Xayaphanthong, Counselor, CHC, and Mildred Douthit, Counselor, DSPS, CHC.

OVERVIEW

Ramiro Hernandez, Temporary Counselor, SBVC, effective January 16, 2015, through June 30, 2015, 109 days of service. Salary placement to be determined upon verification of education and experience. New position.

Soutsakhone Xayaphanthong, Counselor, CHC, effective January 16, 2015, through June 30, 2015. Salary placement to be determined upon verification of education and experience. New Position.

Mildred Douthit, Counselor, DSPS, CHC, effective January 16, 2015, through June 30, 2015. Salary placement to be determined upon verification of education and experience. New Position.

ANALYSIS

It is essential that this position be filled on a temporary basis while the recruitment process for a permanent replacement is being conducted.

BOARD IMPERATIVE

I. Institutional Effectiveness.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Transfer for Classified Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the transfer and change of assignment for Stacy Garcia, Administrative Assistant I, SBVC.

OVERVIEW

Stacy Garcia, transfer from Administrative Assistant I, SBVC, to Administrative Assistant I, ATTC/PDC, with no change in salary, effective January 16, 2015. Replaces Mary Bender.

ANALYSIS

Ms. Garcia went through the regular recruitment process and is recommended for the position.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Conference Attendance

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached conference attendance requests.

OVERVIEW

Individual conference requests for professional growth and staff development for academic and classified staff are submitted by the campuses and the district office.

ANALYSIS

Faculty and staff attend conferences to obtain updated information on policies and procedures in their fields. In addition, conference attendance provides professional growth and staff development.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- III. Resource Management for Efficiency, Effectiveness and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

DISTRICT

NAME: Galvez, Pierre
DEPARTMENT: Police
CONFERENCE: The Role of the Police Chief
DATES: January 11-16, 2015
LOCATION: Pismo Beach, CA
PURPOSE: This course will cover competitiveness, expectations, legal issues, labor relations and personnel issues, organizational development and change, public engagement, crisis communication and leadership associated of a Chief of Police.
BENEFIT: Combination of learning techniques, opportunity to interact with experienced police chiefs and other specialized experts.
ESTIMATED COST: \$2,442.64
FUNDING SOURCE: Police Department General Funds

NAME: Blanquet, Frank
Macalma, Art
DEPARTMENT: KVCR/FNX
CONFERENCE: Sundance Film Festival
DATES: January 21 – February 2, 2015
LOCATION: Park City, UT
PURPOSE: FNX will be adding FNX NOW footage as well as acquiring leads for additional FNX content and programming.
BENEFIT: On-going programming for FNX and KVCR
ESTIMATED COST: \$5,750.00 total
FUNDING SOURCE: KVCR Funds

NAME: Newbury, Krysten
DEPARTMENT: Police
CONFERENCE: Officer Safety/Field Tactics
DATES: February 10-12, 2015
LOCATION: Fresno, CA
PURPOSE: This course consists of handgun training, search techniques (interior & exterior), high-risk traffic stops, K-9 support, civil liability & case law update, with Simunition-based scenarios.
BENEFIT: The course is designed to provide officers and supervisors with training to safely encounter situations under various field conditions as first responders.
ESTIMATED COST: \$1,670.84
FUNDING SOURCE: Police Department General Funds

NAME: Rhianon Lares
DEPARTMENT: TESS
CONFERENCE: Instructional Technology Council
DATES: February 17-22, 2015
LOCATION: Las Vegas, NV
PURPOSE: To learn new and innovative educational strategies and technologies for Distance Education
BENEFIT: Expansion of the Distance Education program
ESTIMATED COST: \$1,560.00
FUNDING SOURCE: Distance Education General Funds

NAME: Strong, Larry
DEPARTMENT: Business & Fiscal Services
CONFERENCE: Association of Chief Business Officials - Institute I
DATES: February 18-20, 2015 and March 18-20, 2015
LOCATION: Sacramento, CA
PURPOSE: To provide the Interim Director of Fiscal Services reliable and comprehensive training as a chief business official for the District.
BENEFIT: The Interim Director of Fiscal Services will receive training on the most critical topics facing the community college business officer today, as presented by instructors from the ranks of the Chancellor's Office, seasoned administrators, and the best of the private sector.
ESTIMATED COST: \$2,567.00
FUNDING SOURCE: Business & Fiscal Services General Funds

NAME: Trelisa Glazatov
DEPARTMENT: TESS
CONFERENCE: Community Colleges for International Development Annual Conference
DATES: February 20-23, 2015
LOCATION: Newport Beach, CA
PURPOSE: To engage with Community College peers to gather ideas, techniques and resources related to improving and expanding the district's internationalization efforts
BENEFIT: Expansion of the International Student program
ESTIMATED COST: \$1,235.00
FUNDING SOURCE: International Student General Funds

NAME: Torres, Jose
DEPARTMENT: Business & Fiscal Services
CONFERENCE: Association of California Community College Administrators
DATES: February 25-27, 2015
LOCATION: San Francisco, CA
PURPOSE: The 2015 ACCCA annual meeting will afford the Interim Vice Chancellor of Business & Fiscal Services access to informative and innovative professional development sessions featuring fresh ideas and best practices that challenge conventional methods and inspire collaboration.
BENEFIT: The Interim Vice Chancellor will gain leadership skills and stay abreast of current events that impact community colleges statewide.
ESTIMATED COST: \$1,647.31
FUNDING SOURCE: Business & Fiscal Services General Funds

NAME: Stills, Kenneth
DEPARTMENT: Police
CONFERENCE: Field Training Officer
DATES: March 9-13, 2015
LOCATION: Napa, CA
PURPOSE: The course will cover objectives of a Field Training Officer program, evaluations and instructional techniques, standardized evaluation guidelines and procedures for documenting and recommending retention or rejection.

BENEFIT: The course will provide participants with skills and knowledge required of a Field Training Officer.
ESTIMATED COST: \$2,098.64
FUNDING SOURCE: Police Department General Funds

CHC

NAME: Cheryl Marshall
DEPARTMENT: President's Office
CONFERENCE: 2015 Legislative Conference
DATES: January 25-26, 2015
LOCATION: Sacramento, CA
PURPOSE: The Community College League of California annual legislative conference provides an opportunity to learn the latest news on higher education in California and learn about new members of legislative committees, legislative proposals affecting colleges and student learning.
Attend the monthly CEOCCC Board meeting in conjunction with the League's Annual Legislative Conference.
BENEFIT:
ESTIMATED COST: \$1,930.00
FUNDING SOURCE: Campus President General Fund

NAME: Bryan Reece
DEPARTMENT: Office of Instruction
CONFERENCE: State Policy Meeting
DATES: January 27-28, 2015
LOCATION: Seattle, WA
PURPOSE: The conference is for state policy teams, funders, and partners in the Postsecondary State Policy Network, including states with support from Completion by Design, Achieving the Dream, and the Student Success Center Initiative.
BENEFIT: Improve our current STEM program at Crafton Hills College.
ESTIMATED COST: -0-
FUNDING SOURCE: Time Only

NAME: Rick Hogrefe, Patricia Menchaca, Dean Papas
DEPARTMENT: STEM Pathways
CONFERENCE: Reading Apprenticeship Winter Conference
DATES: February 5-6, 2015
LOCATION: Oakland, CA
PURPOSE: This conference will be an opportunity for team members to work with Reading Apprenticeship leaders and with members of the other RACCSN teams.
Professional learning experience focused on classroom and campus level Reading Apprenticeship work.
BENEFIT:
ESTIMATED COST: \$1,000.00
FUNDING SOURCE: STEM Pathways Grant

NAME: Alexis Panaguiton
DEPARTMENT: SBCCD/CHC Student Trustee
CONFERENCE: ACCT National Legislative Conference
DATES: February 9-12, 2015

LOCATION: Washington, DC
PURPOSE: To attend sessions to receive a briefing on the new 2015 community college legislative priorities.
BENEFIT: To meet with members of congress and leverage additional support at the state and local levels.
ESTIMATED COST: \$3,000.00
FUNDING SOURCE: CHC General Fund which will be reimbursed at a later date by a journal entry from the Board of Trustee's General Fund.

NAME: Veronica Lehman
John Muskavitch
DEPARTMENT: Financial Aid
CONFERENCE: California Community College Student Financial Aid Administrators Association
DATES: February 16-20, 2015
LOCATION: Monterey, CA
PURPOSE: Receive training on new regulations and trends in State and Federal Financial Aid programs.
BENEFIT: To assure that CHC is in compliance with all new regulations.
ESTIMATED COST: \$1,649.00 each
FUNDING SOURCE: Financial Aid BFAP Funding

NAME: Luis Mondragon
Jonathan Townsend
DEPARTMENT: Tutoring Center
CONFERENCE: Innovations 2015
DATES: March 7-11, 2015
LOCATION: Boston, MA
PURPOSE: To participate at the conference and present CHC's Left Lane Program as a college innovation.
BENEFIT: There will be opportunities to hear about other innovative practices in community colleges, contribute to the body of knowledge about intervention programs and bring back ideas to apply at CHC.
ESTIMATED COST: \$2,470.00 each
FUNDING SOURCE: Campus President General Fund

NAME: Debbie Bogh
Daniel Bahner
Mariana Moreno
Keith Wurtz
Ruby Zuniga
DEPARTMENT: Title V
CONFERENCE: 7th Annual HIS/Title V Best Practices Conference
DATES: March 8-11, 2015
LOCATION: San Antonio, TX
PURPOSE: To continue ongoing knowledge and updates on HSI/Title V standards, pol,icies and procedures.
BENEFIT: To increase knowledge for HSI/Title V grants
ESTIMATED COST: \$2,284.00 each
FUNDING SOURCE: Title V Grant

NAME: Martin Marsman
DEPARTMENT: Career Education
CONFERENCE: FEMA - Advanced Public Information Officer
DATES: July 27-30, 2015
LOCATION: Emmitsburg, MD
PURPOSE: Learn public information skills to a major emergency or disaster situation. This is accomplished with a series of lecture presentations and exercises.
BENEFIT: To utilize information learned at Crafton Hills College.
ESTIMATED COST: \$0 – time only
FUNDING SOURCE: N/A

SBVC

NAMES: Dr. Gloria Fisher
DEPARTMENT: Office of the President
CONFERENCE: Association of California Community College Administrators (ACCCA) 2015 Annual Conference
DATES: February 24-27, 2015
LOCATION: Burlingame, CA
PURPOSE: ACCCA's annual event features outstanding breakout sessions for California Community college administrators that focus on innovative, fresh ideas and best practices to inspire collaboration.
BENEFIT: Professional Development for California Community College Administrators.
ESTIMATED COST: \$2,033.00
FUNDING SOURCE: President's Office General Fund

NAME: Ricky Shabazz
DEPARTMENT: Student Services
CONFERENCE: Association of California Community Colleges Administrators (ACCCA) 2015 Annual Conference
DATES: February 24-27, 2015
LOCATION: Burlingame, CA
PURPOSE: ACCCA's annual event features outstanding breakout sessions for California Community College administrators that focus on innovative, fresh ideas and best practices to inspire collaboration.
BENEFIT: Professional Development for California Community College Administrators.
ESTIMATED COST: \$1,624.79
FUNDING SOURCE: Student Services General Fund.

NAME: Mark Williams
DEPARTMENT: Applied Technology, Transportation, and Culinary Arts
CONFERENCE: Automechanika Trade Show 2015
DATES: April 23-26, 2015
LOCATION: Chicago, IL
PURPOSE: The purpose is to learn new product information and testing, solidify strategic partnerships, and network industry peers.
BENEFIT: This conference will provide training in the latest innovations and solutions to advance programs at SBVC and will help faculty stay up to date with the latest technologies taught to students.

ESTIMATED COST: \$1,360.00
FUNDING SOURCE: Carl D. Perkins Grant Fund
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of District/College Expenses

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached requests for District/College Expenses.

OVERVIEW

Individual requests are submitted to fund expenses related to various functions planned for the colleges and district office.

BOARD IMPERATIVE

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

DISTRICT

EVENT: 2nd Level Interview
DATES: September 24, 2014
AMOUNT: \$859.53
ITEM: Attend interview for Dean of Social Science for San Bernardino Valley College.
Out of state travel required.
FUNDING SOURCE: Human Resources Fund

CHC

EVENT: Spring Club Rush
DATES: February 25, 2015
AMOUNT: \$1,500.00
ITEM: Refreshments, Giveaways, Games and Decorations
Sponsored by the Associated Student Government, this event will be a day of fun for CHC students, staff and faculty. Club members have been invited to participate and promote school spirit through Club Rush.
FUNDING SOURCE: Associated Student Body General Fund

SBVC

EVENT: Youth Empowerment Strategies for Success/Independent Living Program (YESS/ILP) Graduation Celebration
DATES: December 17, 2014
AMOUNT: \$470.88
ITEM: Refreshments
Sponsored by the Foster and Kinship Department, the YESS/ILP graduation celebration is held for the foster youth who have successfully completed the 14-week Independent Living Program. These classes help to prepare the youth to continue their educational or vocational goals and to gain employment. The celebration will take place in the Sun Room. Anticipated attendance is 20 students, faculty, staff and community members. This item was previously board approved at the October 9, 2014 meeting. Item is being revised to decrease the funding amount from \$650.00 to \$470.88 and change the site from GameWorks Ontario to the San Bernardino Valley College (SBVC) Sun Room. Revision also includes an additional accounting line being added.
FUNDING SOURCE: Youth Empowerment Strategies for Success/Independent Living Program Categorical Funds.

EVENT: Week of Welcome
DATES: January 19-22, 2015
AMOUNT: \$7,500.00
ITEM: Refreshments, Give-Aways and Supplies
Sponsored by Associated Student Government (ASG), the ASG Week of Welcome plays a pivotal role in the new students first weeks on campus. ASG would like to hold this event to preview what this campus is about and the services offered all while welcoming new students with activities and prizes to win. Anticipated attendance is 500 students, faculty and staff.
FUNDING SOURCE: Associated Student Body General Fund.

EVENT: Mental Health Fair
DATES: February 5, 2015
AMOUNT: \$350.00
ITEM: Decorations, Prizes and Supplies
Sponsored by Student Health Services, the purpose of this event is to promote healthy habits that in turn promote classroom success. Anticipated attendance is approximately 350 students.
FUNDING SOURCE: Student Health Fees Restricted Funds.

EVENT: Black Student Union Black History Event
DATES: February 9-12, 2015
AMOUNT: \$15,500.00
ITEM: Speakers, Advertising, Decorations, Printing and Refreshments
Sponsored by Black Student Union, this is the first Black History Event to focus on the African Latino Community. The goal of this event is to promote unity and diversity on the San Bernardino Valley College (SBVC) campus and within the community. Anticipated attendance is 800 students, faculty, staff and community members.
FUNDING SOURCE: Diversity General Fund and the Associated Student Body General Fund.

EVENT: STAR Program Stress Solutions Oasis – For STAR Program Students and Employees (Stress Reduction Lecture Activities)
DATES: February 23, 2015
AMOUNT: \$389.94
ITEM: Refreshments
Sponsored by the STAR Program and Student Health Services. This event will be educational as it will incorporate a lecture on stress management and stress reduction from the Student Health Services Licensed and Marriage Family Therapist (LMFT) and Independent Contractor, Dennis Harris. This event is based on the ongoing San Bernardino Valley College (SBVC) Stress Solutions Oasis, which gives SBVC employees the chance to relax and reduce stress through activities, aroma therapy and quiet reflection. It will also include a lecture giving key information of how to manage, reduce and eliminate stress. This will be open to all STAR students and employees to attend. Anticipated attendance is 50 students, faculty and staff. Chaperones will be Deanne Rabon and Brandon Heller.
FUNDING SOURCE: TRIO Grant Budget Categorical Funds.

EVENT: Stress Solutions Oasis
DATES: February 26, 2015
April 26, 2015
AMOUNT: \$350.00 each date
ITEM: Decorations and Refreshments
Sponsored by Student Health Services, this is an interactive stress management activity for faculty and staff. Anticipated attendance is approximately 85t faculty and staff members.
FUNDING SOURCE: Student Health Fee Prior Year Funding.

EVENT: Kinship Institute - "For Those Who Care For Others"
DATES: February 26, 2015
AMOUNT: \$520.00
ITEM: Presenters, Materials and Refreshments
Sponsored by the Foster & Kinship Care Education Program, this workshop is for grandparents and other relatives raising children. This workshop will provide information, support, and resources for these caregivers and an opportunity to communicate with others in similar circumstances. Relative caregivers are the backbone of our Child Welfare System. They provide more placement stability and offer better connections to the child's community. By developing innovative approaches to meeting the specific needs of kinship caregivers and acknowledging their differences, the workshop for kinship caregivers can be more effective in ensuring child safety in ways that build on the strengths and differences of each family. Anticipated attendance is approximately 44 staff, professional experts and community members.
FUNDING SOURCE: Foster & Kinship Care Education Categorical Funds.

EVENT: Spring Health Fair
DATES: April 21, 2015
AMOUNT: \$350.00
ITEM: Decorations, Prizes and Supplies
Sponsored by Student Health Services, the purpose of this event is to promote healthy habits that in turn promote classroom success. Anticipated attendance is approximately 350 students.
FUNDING SOURCE: Student Health Fees – Restricted Funds.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached request for individual memberships.

OVERVIEW

Individual memberships related to job duties are submitted when institutional memberships are not available.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

CHC

NAME: Patrick Kirkhart, Lead Grounds Caretaker
MEMBERSHIP: Pesticide Applicators Professional Association (PAPA)
PURPOSE: PAPA pesticide applicator annual individual membership for January 1, 2015-December 31, 2015 for each CHC Grounds staff.
AMOUNT: \$45.00
FUNDING SOURCE: Grounds General Fund

NAME: Richard Kirkhart, Grounds Caretaker
MEMBERSHIP: Pesticide Applicators Professional Association (PAPA)
PURPOSE: PAPA pesticide applicator annual individual membership for January 1, 2015-December 31, 2015 for each CHC Grounds staff.
AMOUNT: \$45.00
FUNDING SOURCE: Grounds General Fund

NAME: Antonio Carrillo, Grounds Caretaker
MEMBERSHIP: Pesticide Applicators Professional Association (PAPA)
PURPOSE: PAPA pesticide applicator annual individual membership for January 1, 2015-December 31, 2015 for each CHC Grounds staff.
AMOUNT: \$45.00
FUNDING SOURCE: Grounds General Fund

NAME: Javier Davila, Grounds Caretaker
MEMBERSHIP: Pesticide Applicators Professional Association (PAPA)
PURPOSE: PAPA pesticide applicator annual individual membership for January 1, 2015-December 31, 2015 for each CHC Grounds staff.
AMOUNT: \$45.00
FUNDING SOURCE: Grounds General Fund

NAME: John Boatman, Grounds Caretaker
MEMBERSHIP: Pesticide Applicators Professional Association (PAPA)
PURPOSE: PAPA pesticide applicator annual individual membership for January 1, 2015-December 31, 2015 for each CHC Grounds staff.
AMOUNT: \$45.00
FUNDING SOURCE: Grounds General Fund

NAME: Larry Cook, Facilities & Operations Director
MEMBERSHIP: Pesticide Applicators Professional Association (PAPA)
PURPOSE: PAPA pesticide applicator annual individual membership for January 1, 2015-December 31, 2015 for each CHC Grounds staff.
AMOUNT: \$45.00
FUNDING SOURCE: Grounds General Fund

NAME: Larry Cook, Facilities & Operations Director
MEMBERSHIP: International Facility Management Association
PURPOSE: Allows the Director of Facilities and Operations to keep up to date on latest information and technology. Individual membership for January 1, 2015-December 31, 2015.
AMOUNT: \$221.00
FUNDING SOURCE: Maintenance General Fund

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Routine Contracts/Agreements and Memorandums of Understanding

RECOMMENDATION

It is recommended that the Board of Trustees ratify the attached list of routine contracts/agreements and memorandums of understanding.

OVERVIEW

In accordance with Board policy 6340, the attached list is submitted for Board ratification and/or approval.

ANALYSIS

The attached list of contracts, agreements and their associated purchase orders are routine, customary and necessary for the on-going operations of the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The contracts/agreements/memorandums of understanding on the attached list are budgeted for via purchase orders.

Routine Contracts and Agreements

Scheduled Board Date 1/15/2015

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Broadcasting Rights</i>				
Hoyos, Carolina dba A Girl I Know	(11081) License agreement for musical compositions and recordings for "Bang Bang Bang" and "The Sun"; no cost to district Term: 11/21/2014 - 11/20/2019 Funding Source: N/A	TV/KVCR		SSutorus
Indigenous Cuisine International Inc	(11110) Rights to Air Cooking with Wolfman Seasons 3-8 on FNX Term: 5/1/2015 - 4/30/2020 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$42,016.00	SSutorus
Mississippi Band of Choctaw Indians	(11065) Broadcast license agreement for the airing of FNX on other PBS and privately own stations; no cost to District Term: 12/1/2014 - 11/30/2017 Funding Source: N/A	FNX/KVCR		SSutorus
Rocky Mountain Public Broadcasting Network, Inc.	(11080) Broadcast program rights for program "Colorado Experience: Sand Creek Massacre"; no cost to District Term: 11/20/2014 - 11/19/2019 Funding Source: N/A	TV/KVCR		SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Broadcasting Rights</u>					
	SACNAS	(11047) Broadcast program rights for program "Society of the Advancing Hispanics/Chicano and Native Americans in Science (SACNAS) Promotional Video"; no cost to District Term: 11/30/2014 - 11/29/2019 Funding Source: N/A	FNX/KVCR		SSutorus
	Smooth Feather Productions	(11111) Broadcast license agreement for the program "Dakota 38"; no cost to District Term: 8/15/2014 - 8/15/2019 Funding Source: N/A	FNX/KVCR		SSutorus
	Spiess, Raymond	(11104) Programming acquisition rights for the program "Dreamer" and "Johnny Be Good"; no cost to District Term: 11/25/2014 - 11/24/2019 Funding Source: N/A	FNX/KVCR		SSutorus
<i>SubTotal for Broadcasting Rights: 7</i>				<i>\$42,016.00</i>	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>CalWorks Child Care</u>				
Libberton, Kenneth	(11125) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Fox, Roberta Term: 12/5/2014 - 6/30/2015 Funding Source: CalWorks	Calworks/SBVC	\$2,868.60	SSutorus
Solorio, Maria	(11124) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Solorio, Anna Term: 1/1/2015 - 6/30/2015 Funding Source: CalWorks	Calworks/SBVC	\$4,641.78	SSutorus
Stanley, Lorraine	(11123) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Williams, Kalana Term: 1/1/2015 - 6/30/2015 Funding Source: CalWorks	Calworks/SBVC	\$4,713.28	SSutorus
<i>SubTotal for CalWorks Child Care: 3</i>			<i>\$12,223.66</i>	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>CalWorks Off-Campus Work Study</u>				
Simply The Best Healthcare	(11094) CalWorks Grant to cover cost of off-campus workstudy for participating students (Zuniga, Sabrina); reimbursed at 75% of per hour rate of \$10.00 Term: 11/20/2014 - 6/30/2015 Funding Source: CalWorks	Calworks/SBVC	\$7,680.00	SSutorus
<i>SubTotal for CalWorks Off-Campus Work Study: 1</i>			<i>\$7,680.00</i>	
<u>General</u>				
AllAboutCoins	(11076) Advertising with SBCCD Police logo on a silver challenge coin Term: 12/12/2014 - 12/31/2014 Funding Source: General Funds	Police/SBVC	\$536.00	SSutorus
AM Development Group	(11063) Provide assistance in research, writing grant proposals, prepare the proposal for submission and work with staff to interpret guidelines and gather material Term: 12/1/2014 - 1/31/2015 Funding Source: General Funds	Research & Planning/CHC	\$4,000.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	California State University - San Bernardino	(11052) PDC use of California State University-San Bernardino Yasuda Center for the ICreate Family Faire; no cost to district Term: 11/15/2014 - 5/9/2015 Funding Source: N/A	PDC/SBCCD		SSutorus
	City News Group, Inc	(11113) 1/2 page black & white advertisement of CHC programs Term: 12/11/2014 - 5/30/2015 Funding Source: General Funds	Marketing/CHC	\$1,388.10	SSutorus
	Direct Connection	(11101) December 2014 Add Gift campaign printing Term: 12/9/2014 - 1/31/2015 Funding Source: KVCR - Foundation	TV&FM/KVCR	\$2,099.11	SSutorus
	Direct Connection	(11100) Direct mail campaign for December 2014 lapsed campaign printing Term: 12/9/2014 - 1/31/2015 Funding Source: KVCR - Foundation	TV&FM/KVCR	\$3,605.31	SSutorus
	Direct Connection	(11099) Printing of 5, 5x8.5 pledge mailers and process mailing Term: 12/9/2014 - 1/31/2015 Funding Source: General Funds	Marketing/CHC	\$5,199.22	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	EmbroidMe	(11084) Advertisement on 6' table cloths and 8'x5' banner with grommets and logo Term: 11/17/2014 - 11/20/2014 Funding Source: General Funds	Theater Arts/SBVC	\$424.44	SSutorus
	Experian	(11128) Provide monthly skip tracing services for SBCCD Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	Accounting/SBCCD	\$700.00	SSutorus
	FastSigns	(11087) 24x36 directional sign stand with printed vinyl Term: 10/28/2014 - 11/27/2014 Funding Source: General Funds	Financial Aid/SBVC	\$195.93	SSutorus
	Foreman, Becky	(11150) Facilitate a series of workshops for STEM meetings Term: 1/17/2015 - 4/3/2015 Funding Source: STEM Grant	Mathematics/SBVC	\$4,000.00	SSutorus
	Highland Area Chamber of Commerce	(11145) Booth Rental at Annual Citrus Harvest Festival to promote CHC academic programs Term: 3/28/2015 - 3/28/2015 Funding Source: General Funds	Marketing/CHC	\$80.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Jose's Mexican Food	(11075) Catering for Spring 2015 Calworks workshop for participating students Term: 1/8/2014 - 1/8/2014 Funding Source: CalWorks	Calworks/CHC	\$1,115.72	SSutorus
Juan Pollo Restaurant	(11097) Catering for counselor luncheon meetings each week at 14 feeder high schools in the Inland Empire to provide information on SBVC programs Term: 1/27/2015 - 2/25/2015 Funding Source: Matriculation	Student Services/SBVC	\$2,363.81	SSutorus
Lamar Advertising Company	(11103) 30'x80' queen advertisement of CHC programs on Omnitrans buses routed in CHC area Term: 12/15/2014 - 4/5/2015 Funding Source: General Funds	Marketing/CHC	\$19,980.00	SSutorus
LKQ Corporation	(11114) Waiver and release agreement to engage in training on LKQ premises; no cost to District Term: 7/1/2014 - 6/30/2019 Funding Source: N/A	Fire Technology/CHC		SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Market Based Solutions (MBS)	(11138) Emission Credits for South Coast Air Quality Management District (SCAQMD) Rule 2202 compliance Term: 12/17/2014 - 12/16/2015 Funding Source: Parking Fee	Administrative Services/CHC	\$6,292.80	SSutorus
OnX USA LLC	(11107) Provide additional support for 2 backup drives to be used with HP Data Protectors Term: 11/26/2014 - 11/25/2015 Funding Source: General Funds	TESS/SBCCD	\$7,488.57	SSutorus
Pandora	(11153) Audio advertisement for SBVC and CHC programs Term: 12/18/2014 - 1/28/2015 Funding Source: General Funds	Marketing/SBVC	\$16,071.00	SSutorus
Party Plus Rental	(11122) Rental of 4 additional umbrellas and 9 tables for an event Term: 10/15/2014 - 10/15/2014 Funding Source: Matriculation	Calworks/SBVC	\$132.07	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Protech Environmental Compliance and Safety, LLC	(11096) Provide chemical hygiene training for laboratory staff at SBVC; Term: 1/7/2015 - 1/7/2015 Funding Source: General Funds	Safety/SBCCD	\$750.00	SSutorus
Reader Magazine	(10629) Advertisement to promote CHC programs in the Redlands, Yucaipa, Banning and Beaumont area magazine Term: 8/1/2014 - 1/31/2015 Funding Source: General Funds	Marketing/CHC	\$4,020.00	SSutorus
Resources, Education and Careers in Healthcare, Inc	(11098) Provide assistance in the facilitation of a Personal Care Aide Course; Funded through area contract education Term: 9/29/2014 - 6/30/2015 Funding Source: Contracted Services	PDC/SBCCD	\$8,500.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	Riverside Community College District	(11062) Mini-Project proposal-Information Assurance Security for Information Communication Technology; Recruit high school juniors and seniors to attend open house at Norco College; Research and propose career choices college class for 9th grade students; Increase awareness of ICT/Digital Media concurrent enrollment possibilities; Funded through ICT/Digital Media Grant Term: 9/1/2014 - 11/30/2014 Funding Source: State Grant	PDC/SBCCD	\$10,000.00	SSutorus
	San Bernardino City USD	(11148) Reimbursement for the cost of staff members to attend the Middle College National Consortium Winter Leadership Conference Term: 2/11/2015 - 2/13/2015 Funding Source: Middle College HS	Middle College/SBVC	\$2,850.00	SSutorus
	San Bernardino City USD	(11147) Reimbursement for the cost of student textbook rentals for the Middle College High School students Term: 11/14/2014 - 2/28/2015 Funding Source: Middle College HS	Middle College/SBVC	\$10,000.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	San Joaquin Chemicals, Inc	(11120) Provide labor and equipment to clean cooling towers at SBVC central plant Term: 12/5/2014 - 1/4/2015 Funding Source: General Funds	Administrative Services/SBVC	\$8,450.00	SSutorus
	SESAC, LLC	(11067) Music performance license agreement for FY 2014-2015; Rate schedule for basic licensing \$0.1286 per FTE Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	President/CHC	\$256.56	SSutorus
	Shalimar Tours & Charter	(11127) Bus rental for field trip to UCLA for the Student Transfer, Outreach, Mentoring Program Conference Term: 4/24/2015 - 4/24/2015 Funding Source: General Funds	Student Services/SBVC	\$1,400.00	SSutorus
	Shred-It	(11154) One-time document shredding service Term: 1/31/2014 - 1/31/2014 Funding Source: General Funds	Police Science/SBVC	\$206.28	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Siemens Industry, Inc	(11079) Provide and install Ccure9000 and Building Lockdown solution for the Physical Science Building Term: 11/25/2014 - 12/25/2014 Funding Source: General Funds	Administrative Services/SBVC	\$10,342.00	SSutorus
Sierra Graphics	(11088) Advertisement on 3'x6' banner, hem and grommets single faced with Financial Aid logo Term: 11/21/2014 - 12/20/2014 Funding Source: General Funds	Financial Aid/SBVC	\$199.18	SSutorus
Silva, Simon	(11085) Presentation and workshops on "How to Cultivate a Creative Mind" Term: 12/3/2014 - 12/4/2014 Funding Source: General Funds	Art/SBVC	\$5,000.00	SSutorus
Small Manufacturers Institute	(11069) Provide assistance in facilitating Career Technical Training grant activities; funded through Community Technical Education grant Term: 7/1/2014 - 11/30/2015 Funding Source: State Grant	PDC/SBCCD	\$15,500.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
SmartCatalog	(11078) Webinar training for Crafton Hills IQ users Term: 11/14/2014 - 11/14/2014 Funding Source: General Funds	Instruction/CHC	\$600.00	SSutorus
Sun Newspaper, The	(11108) 6" x10" full color advertisement of SBVC programs Term: 12/14/2014 - 12/31/2014 Funding Source: General Funds	Marketing/SBVC	\$5,028.00	SSutorus
Three Peaks Corp	(11133) Emergency Repair a sink hole in the grass/sidewalk area near the Auditorium; includes labor and materials Term: 12/8/2014 - 1/7/2015 Funding Source: General Funds	Administrative Services/SBVC	\$40,000.00	SSutorus
University of Redlands	(11086) MOU to offer guaranteed acceptance to SBVC and CHC students with 2.0 GPA, 40 transferable units and three years of work experience; no cost to District Term: 11/6/2014 - 11/5/2017 Funding Source: N/A	TESS/SBCCD		SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Yucaipa & Calimesa News Mirror	(11112) Full page color advertisement of CHC programs Term: 12/12/2014 - 1/2/2015 Funding Source: General Funds	Marketing/CHC	\$2,067.50	SSutorus
<i>SubTotal for General: 39</i>			<i>\$200,841.60</i>	
<u>Income - Contract Ed</u>				
Amazon, Inc	(11149) Offer courses at the Amazon facility for their employees. Term: 1/1/2015 - 10/31/2015 Funding Source: N/A	Mathematics/SBVC	\$32,481.00	SSutorus
San Bernardino City USD	(11050) PDC to provide professional development for teachers at Norton Elementary School who are in the Nanotechnology curriculum Term: 10/1/2014 - 6/30/2015 Funding Source: N/A	PDC/SBCCD	\$10,000.00	SSutorus
San Bernardino County Superintendent of Schools	(11049) PDC to facilitate seven days of staff development meetings, STEM training and coaching Term: 10/1/2014 - 6/30/2015 Funding Source: N/A	PDC/SBCCD	\$3,850.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Contract Ed</u>					
<i>SubTotal for Income - Contract Ed: 3</i>				\$46,331.00	
<u>Income - Facilities Use</u>					
	So California East Youth Football League	(11074) Use of Football field for youth game Term: 12/6/2014 - 12/6/2014 Funding Source: N/A	Administrative Services/SBVC	\$841.71	SSutorus
	Yucaipa-Calimesa Joint USD	(11092) Use of CHC's Aquatics Center for water polo practice and games Term: 8/18/2014 - 5/22/2015 Funding Source: N/A	Administrative Services/CHC	\$36,351.94	SSutorus
<i>SubTotal for Income - Facilities Use: 2</i>				\$37,193.65	
<u>Income - General</u>					
	Girl Scouts of San Geronio Council	(11068) MOU-2014 STEM-Cyber Security Event; District to assist with the planning and facilitation of the event Term: 10/1/2014 - 12/31/2014 Funding Source: N/A	PDC/SBCCD	\$1,500.00	SSutorus
<i>SubTotal for Income - General: 1</i>				\$1,500.00	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Grant</u>				
California Department of Ed	(10463) Grant for Child Care Center: CSPP - California State Preschool Program; Amendment 1-Increase funding amount by \$84,285 and increase maximum rate per child from \$34.38 to \$36.10 Term: 7/1/2014 - 6/30/2015 Funding Source: N/A	Child Care Center/SBVC	\$1,532,225.00	SSutorus
California Manufacturing Technology Consulting (CMTC)	(11109) Cooperative agreement to provide a Manufacturing Assistance Program Term: 7/1/2014 - 6/30/2015 Funding Source: N/A	PDC/SBCCD	\$100,000.00	SSutorus
Cuyamaca College	(11064) Prop 39 Region F Colleges Grant to prepare students who are in the Electricity/Electronics, Water Supply Technology, Heating Ventilation Air-Conditioning and Refrigeration (HVAC) and Welding Program for energy efficient related jobs Term: 7/1/2014 - 6/30/2015 Funding Source: N/A	Technology Services/SBVC	\$50,704.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Grant</u>					
	Foundation for California CC	(8484) Grant - Building Strengths: Enhancing Campus-Wide Mental Health Strategies and Training project; through outreach, training, peer-to-peer support, and data tracking; this project seeks to improve the efficiency and effectiveness of early intervention and suicide prevention strategies on campus; Amendment 01 - Amount of grant decreased from \$248,191 to \$191,214; Amendment 02- Extend end date and increase contract amount by \$50,001.05; Amendment 03-Add the "Assignment of Rights" form to contract Term: 7/1/2012 - 6/30/2015 Funding Source: N/A	Grant Development/SBVC	\$241,216.05	SSutorus
	Solano Community College District	(11077) Faculty Entrepreneurship Champion Mini-Grant Agreement through the Small Business Sector Navigator Grant Term: 10/16/2014 - 6/30/2015 Funding Source: N/A	Technology Services/SBVC	\$5,000.00	SSutorus
<i>SubTotal for Income - Grant: 5</i>				<i>\$1,929,145.05</i>	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Joint Power/Piggyback Purchase</u>				
Dell Computer Company	(11115) Installation and implementation of replacement storage system used to store SBVC lab and server data; WSCA Contract B27160 Term: 12/4/2014 - 12/3/2019 Funding Source: Capital Outlay - General	Technology Services/SBVC	\$84,833.30	SSutorus
<i>SubTotal for Joint Power/Piggyback Purchase: 1</i>			<i>\$84,833.30</i>	
<u>Maintenance Agreement</u>				
BearCom Wireless	(11073) On demand repairs for 2-way radios Term: 12/1/2014 - 6/30/2015 Funding Source: General Funds	Maintenance/SBVC	\$3,500.00	SSutorus
Blackbaud, Inc	(11131) Software maintenance renewal for "Raiser's Edge NXT" Term: 12/1/2014 - 11/30/2015 Funding Source: General Funds	President/CHC	\$6,612.00	SSutorus
CDW Government Inc	(11119) Support and maintenance for the District's firewall systems Term: 2/13/2015 - 12/31/2015 Funding Source: General Funds	TESS/SBCCD	\$68,936.05	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Maintenance Agreement</u>				
Cintas Fire Protection	(11143) Maintenance agreement for SBCCD firewall systems and on demand repairs that are not included in maintenance agreement Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	Facilities Planning/SBCCD	\$4,998.00	SSutorus
Dell Computer Company	(11116) Software support and upgrades for Districts KACE devices used for PC management Term: 10/31/2014 - 10/30/2015 Funding Source: General Funds	TESS/SBCCD	\$11,400.00	SSutorus
Green Team Maintenance and Janitorial Services, LLC	(11082) Labor and material to prepare floor surface in the Men's Gym at SBVC Term: 12/4/2014 - 1/3/2015 Funding Source: General Funds	Administrative Services/SBVC	\$6,698.00	SSutorus
Yale/Chase Material Handling	(11157) Forklift, Manlifts and dump trucks maintenance agreement Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	Maintenance/SBCCD	\$7,500.00	SSutorus
<i>SubTotal for Maintenance Agreement: 7</i>			<i>\$109,644.05</i>	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>PO as Contract</u>				
ABM Building Solutions	(11136) PO as contract - Install new Power Card into the chilled water pump#2 VSD Term: 12/10/2014 - 1/9/2015 Funding Source: General Funds	Administrative Services/SBVC	\$3,325.00	SSutorus
Community College Week	(11135) PO as contract - Half page advertisement promoting CHC as one of the Fastest Growing Community Colleges in the Nation Term: 12/8/2014 - 12/8/2014 Funding Source: General Funds	Marketing/CHC	\$2,223.00	SSutorus
Dan Lyman Construction, Inc	(11137) PO as a contract - Replace the ADA auto operator for the men's restroom door Term: 12/9/2014 - 1/8/2015 Funding Source: General Funds	Administrative Services/SBVC	\$3,473.35	SSutorus
LeMay Construction	(11072) PO as contract-Provide fire rated plywood back board in phone room; includes labor and materials Term: 12/1/2014 - 12/31/2014 Funding Source: Capital Outlay	TESS/SBCCD	\$185.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>PO as Contract</u>				
Maas-Rowe Carrillons, Inc	(11132) PO as a contract-Troubleshoot and repair the Auditorium Tower Clock; includes labor and material Term: 12/9/2014 - 1/8/2015 Funding Source: General Funds	Administrative Services/SBVC	\$1,000.00	SSutorus
San Bernardino American News, The	(11053) PO as contract - Public notices for construction trades to register for UCCAP bid project Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	Facilities Planning/SBCCD	\$300.00	SSutorus
<i>SubTotal for PO as Contract: 6</i>			<i>\$10,506.35</i>	
<u>Sheriff On Site Supervisor</u>				
Rodriguez, Aaron	(11090) Sheriff's On Site Supervisor - Supervisory services with regards to instruction for Police Science Courses; no cost to District Term: 1/16/2015 - 1/15/2020 Funding Source: N/A	Police Science/SBVC		SSutorus
<i>SubTotal for Sheriff On Site Supervisor: 1</i>				

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Software/Online Services</u>					
	Eureka	(11140) Software License - Site license for Eureka software, a career information system Term: 12/1/2014 - 11/30/2015 Funding Source: General Funds	Transfer Center/SBVC	\$2,326.32	SSutorus
	College Health Services, LLC	(11144) Student Health 101 program agreement for on-line health magazines for CHC students Term: 1/16/2015 - 12/31/2019 Funding Source: General Funds	Health Services/CHC	\$16,425.00	SSutorus
	Community College League of CA	(11126) Renewal of library databases for the Electronic Information Resources Cooperative Purchasing Program Term: 7/1/2014 - 6/30/2015 Funding Source: Lottery Fund	Library/SBVC	\$56,118.00	SSutorus
	Cummins Cal Pacific	(11083) Insite license agreement for the diagnostic program Term: 9/11/2014 - 6/30/2015 Funding Source: General Funds	Automotive/SBVC	\$528.38	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><i>Software/Online Services</i></u>				
Dell Computer Company	(11105) Provide support for compellent Storage Area Networks (SAN) used to share storage for different servers Term: 1/1/2015 - 12/31/2015 Funding Source: General Funds	TESS/SBCCD	\$13,953.32	SSutorus
Duxbury Systems, Inc	(11158) Duxbury Braille Translator for Windows - Single user with upgrades Term: 12/16/2014 - 12/15/2019 Funding Source: DSP&S	DSP&S/SBVC	\$420.00	SSutorus
Ellucian, Inc	(9567) Master agreement for Datatel System; student management software used throughout the District for managing enrollment and scheduling; Amendment 6 - Evaluate current processes and MIS reporting used by Financial Aid and Datatel to bring SBVC Financial Aid in compliance with State and Federal regulations for an additional \$66,150 Term: 7/1/2013 - 6/30/2018 Funding Source: General Funds	TESS/SBCCD	\$2,445,090.00	SSutorus
Getty Images US, Inc DBA JupiterImages	(11106) Software subscription for Thinkstock images Term: 2/1/2015 - 1/31/2016 Funding Source: General Funds	TESS/SBCCD	\$2,496.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Software/Online Services</u>					
	GODADDY.COM	(11048) Registration of domain name "ATTCTRAINING.ORG" for five years to promote ATTC/PDC programs Term: 11/6/2014 - 11/5/2019 Funding Source: Community Service	PDC/SBCCD	\$67.85	SSutorus
	GODADDY.COM	(11142) Renewal of domain name "EIOSB.org" Term: 8/22/2014 - 8/21/2015 Funding Source: Grant Funded	ATTC/SBCCD	\$179.88	SSutorus
	Kivuto Solutions Inc	(11159) Software License for VMware for student labs for using the Virtualization Technology Term: 1/1/2015 - 12/31/2015 Funding Source: General Funds	Campus Tech/SBVC	\$806.00	SSutorus
	Livestream	(11129) Electronic subscription for the FNX launch event Term: 11/3/2014 - 12/3/2014 Funding Source: KVCR - FNX Grant	TV/KVCR	\$399.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><i>Software/Online Services</i></u>				
MailChimp	(11051) E-mail marketing service used to communicate with and solicit external resources Term: 12/11/2014 - 6/30/2015 Funding Source: General Funds	President/CHC	\$446.25	SSutorus
Radio Mall	(11130) Provide a USTV Custom Database for FNX launch Term: 10/9/2014 - 6/30/2015 Funding Source: KVCR - FNX Grant	TV/KVCR	\$73.00	SSutorus
Scantron Service Group	(11118) Provide a software ScanTool single workstation license Term: 12/15/2014 - 12/14/2015 Funding Source: General Funds	TESS/SBCCD	\$451.60	SSutorus
SIGMAnet	(11117) Upgrade of Districts SQL servers to a single clustered 2012 environment Term: 10/31/2014 - 10/30/2015 Funding Source: Capital Outlay	TESS/SBCCD	\$12,848.80	SSutorus
TechSmith	(11152) Software license subscription for Snag It software Term: 12/16/2014 - 12/15/2015 Funding Source: General Funds	Chancellor/SBCCD	\$49.95	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><i>Software/Online Services</i></u>					
<i>SubTotal for Software/Online Services: 17</i>				<i>\$2,552,679.35</i>	
<i>Grand Total Contracts for Board Date 1/15/2015: 93</i>					

Routine Contracts - Summary

Scheduled Board Meeting 01/15/2015

EXPENSES

<u>Category</u>	<u>Number of Contracts</u>	<u>Contract Value</u>
<i>Broadcast Rights</i>	7	\$42,016.00
<i>CalWorks Child Care</i>	3	\$12,223.66
<i>Calworks Workstudy</i>	1	\$7,680.00
<i>General</i>	39	\$200,841.60
<i>Joint Powers/CMAS/WSCA</i>	1	\$84,833.30
<i>Maintenance Agreement</i>	7	\$109,644.05
<i>PO as contract</i>	6	\$10,506.35
<i>Sheriff On Site Supervisor</i>	1	\$0.00
<i>Software/Online Services</i>	17	\$2,532,623.35
	82	
		Total Expenses
		<u><u>\$3,000,368.31</u></u>

INCOME

<u>Category</u>	<u>Number of Contracts</u>	<u>Contract Value</u>
<i>Income - Contract Education</i>	3	\$46,331.00
<i>Income - Facilities Use</i>	2	\$37,193.65
<i>Income - General</i>	1	\$1,500.00
<i>Income - Grant</i>	5	\$1,929,145.05
	11	
		Total Income
Total Number of Contracts	<u><u>93</u></u>	<u><u>\$2,014,169.70</u></u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services

PREPARED BY: Steven J. Sutorus, Business Manager

DATE: January 15, 2015

SUBJECT: Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale

RECOMMENDATION

It is recommended that the Board of Trustees declare the listed equipment and materials as surplus and direct the Business Manager to contact auction houses and appropriate salvage companies for the disposal.

OVERVIEW

The attached equipment and materials have been declared obsolete and no longer usable.

ANALYSIS

Through reputable auction houses and salvage companies, these items will be picked up and transported to vendor facilities for sale or disposal as necessary. According to Education Code 81452, if the governing board by a unanimous vote of those members present finds that the property does not exceed in value the sum of \$5,000, the property may be sold at private sale without advertising by the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

A statement and check for equipment sold will be provided to the District within 30 days after the date of auction and will positively impact the District budget.

Fixed Assets Surplus Report
January 15, 2015

<u>Asset Number</u>	<u>Date Retired</u>	<u>Location</u>	<u>Description</u>	<u>Date In Service</u>	<u>Initial Value</u>	<u>Current Value</u>
20300096	12/4/2014	SAN BERNARDINO VALLEY COLLEGE	GEM E-4 Golf Cart	5/26/2007	\$14,196.06	\$0.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant
DATE: January 15, 2015
SUBJECT: Consideration of Acceptance of Classified Employee Retirement

RECOMMENDATION

It is recommended that the Board of Trustees accept the retirement of Thomas Scharwark, Library Technical Assistant II, SBVC.

OVERVIEW

Thomas Scharwark, Library Technical Assistant II, SBVC, submitted his letter of retirement with an effective date of March 1, 2015, after 23 years of service to the District. His last day of employment will be February 28, 2015.

ANALYSIS

The Human Resources Department provided the employee acceptance of his retirement.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: January 15, 2015
SUBJECT: Consideration of Approval to Accept Board Policies:
BP 4230 Grading and Academic Record Symbols
BP 5075 Course Adds, Drops & Withdrawals
BP 6610 Local Hire & Disadvantaged Business Program
BP 6925 Refreshments or Meals Served at Mtgs & District Events
BP 7160 Professional Development

RECOMMENDATION

It is recommended that the Board of Trustees accept BP 4230 Grading and Academic Record Symbols; BP 5075 Course Adds, Drops & Withdrawals; BP 6610 Local Hire & Disadvantaged Business Program; BP 6925 Refreshments or Meals Served at Mtgs & District Events; and BP 7160 Professional Development.

OVERVIEW

The changes to these policies were submitted for First Reading on December 11, 2014.

ANALYSIS

The Board may adopt policies authorized by law or determined to be necessary for the efficient operation of the district.

The attached Administrative Procedures have been modified and or reviewed and have gone through the collegial consultation process.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- II. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

None.

San Bernardino Community College District
Board Policy
Chapter 4 – Academic Affairs

BP 4230 GRADING AND ACADEMIC RECORD SYMBOLS

(Replaces current SBCCD BP 4230, BP 4232, and BP 4233)

NOTE: *The language in current SBCCD BP 4230 reflects the legally required information.*

❖ **From current SBCCD BP 4230 titled Grading and Academic Record Symbols**

Courses shall be graded using the grading system established by Title 5.

The grading system shall be published in the college catalogs and made available to students.

~~**NOTE:** *If the Board has approved a "plus/minus" grading system and/or the "FW" grade, the following paragraph(s) should be included.*~~

~~The grading system shall include the "plus" and "minus" designation in combination with letter grades, except that C minus shall not be used.~~

~~The grading system shall include the "FW" grade for unofficial withdrawal.~~

NOTE: *The language in current SBCCD BP 4232 (below) was added locally and is dated May 13, 2004. Please review to ensure it still reflects current practice.*

❖ **From current SBCCD BP 4233 titled Withdrawal/Military Withdrawal**

Withdrawal/Military Withdrawal

The grading symbols used in the District shall include Withdrawal. The Chancellor is responsible for establishing administrative regulations procedures to implement this policy specifying when it may be assigned.

45 **Reference:** Title 5, Section 55023

46

47

48 **NOTE:** The **red ink** signifies language that is **legally required** and recommended by the Policy and
49 Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in **black ink** is from
50 the current SBCCD BP 4230 titled Grading and Academic Record Symbols approved on 5/13/04, current
51 SBCCD BP 4232 titled Incomplete approved on 5/13/04, and current SBCCD BP 4233 titled
52 Withdrawal/Military Withdrawal approved on 5/13/04. The language in **blue ink** is included for
53 consideration. **Green highlights are suggestions made by the DA Work Group 10/21/14**

54

55

Adopted: 5/13/04

Revised:

56

57

San Bernardino Community College District
Administrative Procedure
Chapter 4 – Academic Affairs

AP 4230 GRADING AND ACADEMIC RECORD SYMBOLS

(Replaces current SBCCD AP 4230, AP 4232, and AP 4233)

Grade assignments can only be made by an instructor. Grades assigned are final except in cases of mistake, fraud, bad faith, or incompetence. No grade will be changed for any reason or under any circumstance after three (3) years from the end of the term in which the grade was assigned. The following evaluative and non-evaluative symbols shall be used to denote a student's academic progress.

A. Evaluative Symbols

Symbol	Definition	Grade Points
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Less than Satisfactory	1
F	Failing	0
P	Pass (at least Satisfactory)	0
NP	No Pass (less than Satisfactory)	0

B. Non-Evaluative Symbols

Symbol	Definition
I	Incomplete
W	Withdrawal
MW	Military Withdrawal

45		
46	IP	In Progress
47		
48	RD	Report Delayed
49		

50 **Incomplete**

51 The grading symbols used in the District shall include Incomplete. The Chancellor is
52 responsible for establishing administrative regulations to implement this policy
53 specifying when it may be assigned and how it may be removed.

54
55 **A. Assignment of Grade**

56
57 The Incomplete grade may be assigned at the discretion of the instructor when a
58 substantial portion of the class work has been completed by the student but
59 some part of student's work remains to be completed at the end of the term.

60
61 **B. Removal of Grade**

62
63 In order to have the Incomplete removed from his/her record, a student must
64 complete the work as prescribed by the instructor of record within one year of the
65 end of the term in which it was assigned.

66
67 **C. Conditions for Removal of Grade**

68
69 Each instructor shall provide an Incomplete Grade Report form for each student
70 whose work is incomplete. The instructor will indicate what the student must do
71 to complete the course and what grade the student will receive if the work is not
72 completed in the time prescribed by this procedure.

73
74 **D. Records Requirement**

75
76 The Records Office will notify students of an incomplete grade and will keep a
77 copy of the form on file. The instructor will also keep a copy of the form on file.

78
79 **Reference:** Title 5 Section 55023

80

Approved: 2/12/09

Revised: 12/11/14

81

San Bernardino Community College District
Board Policy
Chapter 5 – Student Services

BP 5075 COURSE ADDS, DROPS, AND WITHDRAWALS

(Replaces current SBCCD BP 5080)

NOTE: *This policy is unique to SBCCD.*

❖ **From current SBCCD BP 5080 titled Course Adds and Drops**

Students may add or drop courses in accordance with the regulations [procedures](#) recommended by the Chancellor.

References: Title 5; Sections ~~55758~~, [55024](#) and 58004

NOTE: *This policy is unique to SBCCD. The language in **black ink** is from current SBCCD BP 5080 titled Course Adds and Drops adopted on 6/10/04. The language in **blue ink** is included for consideration.*

Adopted: 6/10/04

Revised:

San Bernardino Community College District
Administrative Procedure
Chapter 5 – Student Services

AP 5075 COURSE ADDS, DROPS, AND WITHDRAWALS

(Replaces current SBCCD AP 5080)

The District may allow students to add and drop courses pursuant to policy.

Adding Courses

- A.** Students may add courses during the first two weeks for a full-term course, or the first 10% of a short term course contingent upon:
- 1) the course still having available space
 - 2) the instructor's judgment regarding pedagogical and safety issues
- B.** After the add period concludes,
- 1) students may add a course only with the instructor's permission and through a petition approved by the Director of Admissions & Records or designee.
 - 2) students not officially registered in a course shall not be permitted to attend that course.

Withdrawal/Military Withdrawal**A. Withdrawal Prior to Census (20% of instruction)**

Students who withdraw or are withdrawn from weekly census sections prior to census (or 20% of the instructional time frame for all other section accounting methods) shall have no notation made to the permanent record.

B. Withdrawal 20% - 60% of Instruction

Students who withdraw or are withdrawn from weekly census sections on or after census (or 20% of the instructional time frame for all other section accounting methods) and through the end of the eleventh week (or 60% of the instructional time frame) shall have a "W" posted to the permanent record.

C. Withdrawal After 60% of Instruction

The permanent record of students who remain in class beyond the eleventh week of the term in a weekly census section (or 60% of the instructional time frame for all other section accounting methods) must reflect a grade symbol other than W.

48 **D. Extenuating Circumstances**

49
50 Students who withdraw from weekly census sections after the eleventh week of the term (or 60% of
51 the instructional time frame for all other sections accounting methods) may, in the case of
52 extenuating circumstances, be assigned the W. Such cases will require verification and will be
53 handled by the appropriate college official in consultation with the instructor(s). Extenuating
54 circumstances are defined as illness, accident, unforeseen job shift change, job assignment outside
55 of the attendance area and extreme weather conditions.

56
57 **E. Military Withdrawal**

58
59 An MW (Military Withdrawal) shall be assigned for students who are members of an active or reserve
60 United States military service who receive orders compelling a withdrawal from courses. Upon
61 verification of such orders, the symbol may be assigned at any time. The MW shall not be counted in
62 progress probation and dismissal calculations.

63
64 **Instructor Initiated Drops Prior to Census**

- 65
66 A. For purpose of census collection, instructors shall drop students due to inactive
67 enrollment not later than the end of the last business day before the census day
68 for all students who have:
69 1. Been identified as a no show
70 2. Students who are no longer attending the course

71
72 Instructors shall clear their rolls of inactive students no later than the day prior to
73 census.

- 74
75 “Inactive students” include:
76 • Students identified as no-shows,
77 • Students who officially withdraw,
78 • Students who are no longer participating in the courses and are therefore
79 dropped by the instructor.

80
81 **Course Repetition**
82 The District will comply with Title 5 regulations regarding course repetition and
83 withdrawals.

84
85 **References:**
86 Title 5 Sections 55024 and 58004

87
88

Approved: 2/12/09
Revised: 12/11/14

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90

San Bernardino Community College District
Board Policy
Chapter 6 – Business and Fiscal Affairs

BP 6610 LOCAL HIRE

LOCAL, MINORITY, WOMEN, AND VETERAN OWNED ENTERPRISE PROGRAM

(Replaces current SBCCD BP 6610)

NOTE: This policy is unique to the SBCCD.

❖ From current SBCCD BP 6610 titled Local Hire

1. Definitions.

- A. “Bid” shall mean all Measure M and all Non-UCCAP (Uniform Construction Cost Accounting Procedures) construction projects exceeding the UCCAP maximum value as determined by the State of California that are to be funded by the District and are first advertised after the effective date of this policy.
- B. “Local Hire” shall mean individuals residing in the District or the Inland Empire providing work on District Bid work sites.
- C. “Local Business” shall mean a business serving as a contractor or supplier that has its principal headquarters or permanently staffed regional office located within the District or the Inland Empire, and that has held a business license with one of the cities within the Inland Empire for a minimum of 3 three months.
- D. Minority Business Enterprise (MBE) shall mean a business concern that meets all of the definitional requirements set forth in California Public Contract Code §§ 2050-2051.
- E. Woman Business Enterprise (WBE) shall mean a business concern that meets all of the definitional requirements set forth in California Public Contract Code §§ 2050-2051.
- F. Veteran Owned Business Enterprise (VOBE) shall mean a business concern certified as a VOBE by the U.S. Office of Small Business Administration.

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G. Veteran Owned Small Business (VOSB) shall mean a business concern certified as a VOSB by the U.S. Office of Small Business Administration.

H. Service Disabled Veteran Business Enterprise (SDVBE) shall mean a business concern certified as a SDVBE by the U.S. Office of Small Business Administration.

I. Disabled Veteran Business Enterprise (DVBE) shall mean a business concern certified as a DVBE by the U.S. Office of Small Business Administration.

2. Goals.

A. Local Hires and Local Business: The Board establishes goals of fifty percent (50%) participation of Local Hires and twenty-five percent (25%) participation of Local Businesses in its District Bid projects awarded each fiscal year. These goals are reflective of the demographics and diversity of the District's community. Bid documents will be amended to include these responsiveness requirements on a project-by-project Bid basis, but the goal will be evaluated based on an entire fiscal year assessment.

B. Minority/Women Owned Business Enterprises: The Board establishes a goal of twenty-five percent (25%) combined participation of minority and women owned certified businesses as contractors on District Projects. Bid documents will be amended to include these responsiveness requirements on a project-by-project Bid basis, but the goal will be evaluated based on an entire fiscal year assessment.

C. Veteran Owned Business Enterprise Program: The Board establishes a goal of ten percent (10%) participation of veteran owned certified businesses as contractors on District Projects. Bid documents will be amended to include these responsiveness requirements on a project-by-project Bid basis, but the goal will be evaluated based on an entire fiscal year assessment.

3. Bidding.

As a condition to be considered responsive, a Bid must include the following:

A. Demonstrated participation of at least fifty percent, (50%), and twenty-five percent, (25%), of the total bid being performed by Local Hires and Local Businesses; or

B. A demonstrated good faith effort to include Local Hires and Local Businesses, in accordance with regulations to be issued by the Chancellor; or,

- 88 C. The bidder certifies that it intends to perform ninety-five percent (95%) of the
89 work within the scope of their contract.
90
91 D. The District has set a goal of 25% combined utilization of MBE and WBE
92 contractors on its District Projects.
93
94 E. The District has set a goal of 10% combined utilization of VOB, VOSB,
95 SDVBE AND DVBE contractors on its District Projects.
96
97 F. The District recognizes MBE, WBE, VOB, VOSB, SDVBE, and DVBE
98 businesses certified by the appropriate federal, state, and local agencies
99 approved by the District for such purpose.
100
101 G. All Prime Contractors/Consultants are required to complete the Local,
102 Minority/ Women, and Veteran Owned Enterprise Program
103 Contractor/Consultant Identification Form.
104
105 H. If there is less than 25% participation of MBE/WBE businesses and/or less
106 than 10% participation of VOB, VOSB, SDVBE, and DVBE businesses on a
107 District Project, then contractor must justify this deviation in a letter
108 (“Justification Letter”) to the District that accompanies the bid that shall be
109 signed by contractor’s Chief Executive Officer (CEO).

110
111 **4. Community Outreach.**

112 The District shall use effective efforts with community groups to bolster public
113 awareness of the Local, Minority/Women, and Veteran Owned Enterprise
114 Program, including its goals and how to participate. Community outreach shall
115 include bid advertisements and articles of interest in local and minority media.
116

117 **5. Reporting.**

118 The Chancellor or his/her designee shall make a report to the Board at least
119 quarterly regarding the District’s performance of the Local, Minority/Women and Veteran
120 Owned Enterprise Program.
121

122 References: None

123
124 **NOTE:** The language in **black ink** is from current SBCCD BP 6610 titled Local Hire adopted on 11/14/13.
125 The language in **blue ink** is included for consideration. Changes made to the original policy are indicated
126 in green.
127

Adopted: 11/14/13

Revised:

San Bernardino Community College District
Board Policy
Chapter 6 – Business and Fiscal Affairs

BP 6925 REFRESHMENTS OR MEALS SERVED AT MEETINGS AND DISTRICT EVENTS

(Replaces current SBCCD BP 3750)

NOTE: *This policy is unique to the SBCCD.*

❖ **From current SBCCD BP 3750 titled Refreshments, Meals, Served at Meetings**

The Board of Trustees authorizes the Chancellor to **develop** administrative **procedures** allowing for a limited expenditure of funds for refreshments and/or meals served at ~~meetings and in service events~~ while conducted for conducting District business and District-approved Associated Student Club business.

References: None

NOTE: *The language in **black ink** is from current SBCCD BP 3750 titled Refreshments, Meals, Served at Meetings adopted on 4/8/04. The language in **blue ink** is included for consideration.*

Adopted: 4/8/04

Revised:

San Bernardino Community College District
Administrative Procedure
Chapter 6 – Business and Fiscal Affairs

AP 6925 REFRESHMENTS OR MEALS SERVED AT MEETINGS AND DISTRICT EVENTS

(Replaces current SBCCD AP 3750)

A. Refreshments and/or Meals

The Board of Trustees authorizes the expenditure of funds for refreshments and/or meals served at District or approved Associated Students meetings and trainings in order to conduct District business or Associated Student Clubs business under the conditions set forth in sections A.1 and A.2.

A.1 Attended by Employees and/or Students

For meetings or trainings attended only by employees and/or currently enrolled students are authorized for up to a total \$500 for that meeting or training. Expenditures in excess of \$500 require Board approval prior to the meeting or training. Bottled water for individual use is exempt from the conditions below.

A.2 Attended by Employees and/or Students as well as Non-employees or Non-Students

For meetings or training attended by employees, currently enrolled students, and by one or more non-employees and/or non-students of the District, are authorized for up to \$100. Expenditures in excess of a total \$100 for that meeting or training require Board approval prior to the meeting or training.

B. Refreshments or Meals for events

Events are defined as activities in which non-employees and/or non-students will be or can be attending and/or participating (e.g. job fair, holiday event, recruitment event); or is on a large enough scale to be considered neither a meeting nor training. Any refreshments and/or meals for an event require Board approval prior to the event.

C. Refreshments or Meals Charged to Grant Funds

43 Any expenditure for refreshments or meals charged to grant funds must
44 meet the requirements set forth in paragraphs A and B above. In addition,
45 such expenditures must be specifically authorized by the terms and
46 conditions set forth in the grant agreement.

47
48 **D. Purchase Order and/or Requisition**

49 Expenditures for refreshments and/or meals must specify on the District
50 purchase order or trust account requisition:

- 51 1. The name(s) of the individuals or group name with an attached list for
52 which the refreshments or meals are to be served.
- 53 2. The agenda or purpose of the meeting, training, or event.
- 54 3. The location and date of the meeting, training or event.
- 55 4. If required by Section A.1, A.2, or B, the Board approval date for the
56 expenditure.

57 Expenditures for Associated Student accounts must be made in accordance with Board
58 Policy (BP) 5420 titled Associated Students Finance and approved by appropriate
59 person listed within BP 5420.

60
61 **References:** None

62

Approved: 4/04
Revised: 12/11/14

63
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San Bernardino Community College District
Board Policy
Chapter 7 – Human Resources

BP 7160 PROFESSIONAL DEVELOPMENT

The Chancellor shall provide professional development opportunities, consistent with the institutional mission and based on identified ~~teaching and learning~~ needs for all employees.

Reference: [WASC/ACCJC Accreditation Standard III.A.5](#)

NOTE: This policy is **required to comply with accreditation** and recommended by the Policy and Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in **blue ink** is included for consideration. This document was reviewed with Human Resources on 3/4/14. **Green highlights are suggestions made by the DA Work Group 10/21/14**

Adopted:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Board Investment Policy 6320

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Board Investment Policy 6320.

OVERVIEW

According to Administrative Procedure 6320, The San Bernardino Community College District's investment policy shall be adopted annually by the Board of Trustees.

ANALYSIS

Board Investment Policy 6320 is submitted for approval. No changes are recommended at this time.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

3
4 INVESTMENTS

5
6 The Chancellor is responsible for ensuring that the funds of the District that are not required for
7 the immediate needs of the District are invested. Investments shall be in accordance with law,
8 including California Government Code Sections 53600, *et seq.*

9
10 Investments shall be made based on the following criteria:

- 11 • The preservation of principal shall be of primary importance.
- 12 • The investment program must remain sufficiently flexible to permit the District to meet all
13 operating requirements.
- 14 • Transactions should be avoided that might impair public confidence.

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50 Reference:
51 Government Code Section 53600 et seq.

52
53 APPROVED: 1/17/13

3
4 INVESTMENTS

5
6 The Chancellor is responsible for ensuring that the funds of the District that are not required for
7 the immediate needs of the District are invested. Investments shall be in accordance with law,
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43 Reference:
44 Government Code Section 53600 et seq.

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46 APPROVED: 1/17/13
47 APPROVED: 1/16/14

3
4 **INVESTMENTS**

5
6 **A. INTENT**

7
8 It is the policy of the San Bernardino Community College District to invest public funds in
9 a manner providing the highest investment return with the maximum security while
10 meeting the daily cash flow demands of the district and conforming to all applicable
11 federal, California and local laws governing the investment of public funds.

12
13 **B. SCOPE**

14
15 This policy applies to all funds of the San Bernardino Community College District
16 accounted for in the Comprehensive Annual Financial Report including General, Special
17 Revenue, Capital Projects, Enterprise, Internal Service, and Trust funds.

- 18
19 1. All funds of the San Bernardino Community College District deposited with the San
20 Bernardino County Treasurer shall be invested in accordance with Government
21 Code Section 27000.5, in accordance with the investment policy developed
22 pursuant to Government Code Section 27133, and under the direction of San
23 Bernardino County's investment Advisory Committee.
24
25 2. Pursuant to Government Code 53646, all other funds of the San Bernardino
26 Community College District shall be invested pursuant to the following guidelines.

27
28 **C. PRUDENCE**

29
30 Investments shall be made with judgment and care which persons of prudence, discretion
31 and intelligence exercise in management of their own affairs not for speculation, but for
32 investment, considering the probable safety of capital as well as the probable income to
33 be derived. The standard of prudence to be used by investment officials shall be the
34 "prudent person" standard and shall be applied in the context of managing an overall
35 portfolio. Investment officers acting in accordance with written procedures, and
36 investment policy and exercising due diligence shall be relieved of personal responsibility
37 of an individual security's credit risk or market price changes, provided deviations from
38 expectations are reported in a timely fashion and appropriate action is taken to control
39 adverse developments.

40
41 **D. OBJECTIVE**

42
43 The primary objectives of the San Bernardino Community College District investment
44 activities shall be:

45
46 1. SAFETY

47
48 Safety of principal shall be the foremost objective of the investment program.
49 Investments of the San Bernardino Community College District shall be undertaken
50 in a manner that seeks to ensure the preservation of capital in the overall portfolio.
51 To obtain this objective, diversification is required so that potential losses on
52 individual securities do not exceed income generated from the remainder of the
53 portfolio.

54
55 2. LIQUIDITY

57 The San Bernardino Community College District's investment portfolio shall remain
58 sufficiently liquid to meet all operating requirements, which may reasonably be
59 anticipated.

60
61 **3. RETURN ON INVESTMENT**

62
63 The San Bernardino Community College District's investment portfolio shall be
64 structured with the objective of attaining a rate of return throughout budgetary and
65 economic cycles, commensurate with investment risk constraints and cash flow
66 characteristics of the portfolio.

67
68 **E. DELEGATION OF AUTHORITY**

69
70 The authority to invest funds not deposited with the County Treasurer is granted to the
71 Chancellor and Board of Trustees. Authority to manage the investment portfolio and
72 establish written procedures for the operation of the investment program consistent with
73 applicable law and the San Bernardino Community College District's Investment Policy
74 may be delegated at the discretion of the Chancellor.

75
76 **F. ETHICS AND CONFLICT OF INTEREST**

77
78 Officers and employees involved in the investment process shall refrain from personal
79 business activity that may conflict with proper execution of the investment program, or
80 which could impair their ability to make impartial investment decisions.

81
82 **G. AUTHORIZED AND SUITABLE INVESTMENTS**

83
84 Funds invested by the San Bernardino Community College District shall be in the
85 following instruments, under the parameters outlined in Government Code Sections
86 53635, 53601, and 53631.5:

- 87
88 Negotiable Certificates of Deposit
89 Money Market Funds
90 Collateralized Bank Deposits
91 Time Deposits
92 County Pooled Investment Funds

93
94 **H. PROHIBITED INVESTMENT**

95
96 Pursuant to Government Code Section 53601.6, funds of the San Bernardino Community
97 College District shall not be invested in any of the following instruments:

- 98
99 Inverse Floaters
100 Range Notes
101 Interest Only Strips
102 Any Security That Could Result in ZERO INTEREST ACCRUAL

103
104 **I. REPORTING**

105
106 The Chancellor shall, pursuant to Government code Section 53646, submit a quarterly
107 investment portfolio status report to the Board of Trustees. Said Report shall detail:

- 108
109 Investment types
110 Names of Issuers
111 Maturity Dates
112 Par and Dollar Amounts Invested in Each Security, Investment and Money

113 Weighted Average Maturity of Investments
114 Any Funds Being Managed by Contracted Parties
115 Market Value as of Date of Report and Source of Valuation
116 Description of Compliance with Investment Policy
117 Current Market Value of Funds Managed by a Contract Party
118

119 **J. POLICY ADOPTION**

120
121 The San Bernardino Community College District's investment policy shall be adopted
122 annually by resolution of the Board of Trustees. The policy shall be reviewed annually,
123 and the Board of Trustees must approve any modifications made hereto.
124

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134 ADOPTED: 1/10/02
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Larry Strong, Interim Director of Fiscal Services
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Budget Adjustments

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Budget Adjustments.

OVERVIEW

Budget Adjustments are submitted for Board review and approval.

ANALYSIS

In compliance with the Budget Adjustment procedure required by the County Superintendent of Schools, these budget adjustments are submitted for Board review and approval. These actions reflect the adjustments necessary to conduct the business of the District and to remain in compliance with sound fiscal practices.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The various budgets are impacted as indicated on the attached adjustments.

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
12/01/2014	EDCT	 Robert Levesque	 Dr. Matthew Isaac

ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
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INCOME

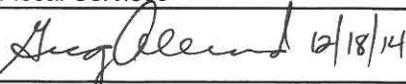
01	50	03	8115	0439	8199.00	0000	CMTC	\$100,000.00
								\$100,000.00

EXPENSE

01	50	03	8115	0439	2100.00	6840	MGMT Salary	\$52,203.00
01	50	03	8115	0439	2389.00	6840	Professional Expert	\$12,522.61
01	50	03	8115	0439	3000.00	6840	Benefits	\$16,000.00
01	50	03	8115	0439	4500.00	6840	Non-Instructional Supplies	\$4,698.27
01	50	03	8115	0439	5113.00	6840	Consultants & Other Services	\$3,000.00
01	50	03	8115	0439	5200.00	6840	Travel/Refreshments/Conference Expenses	\$4,800.00
01	50	03	8115	0439	5210.00	6840	Mileage	\$2,688.00
01	50	03	8115	0439	5809.00	6840	Other Expenses & Fees	\$2,000.00
01	50	03	8115	0439	5819.00	6840	Indirect 4%	\$2,088.12
								\$100,000.00

JUSTIFICATION

Budget adjustment for new California Manufacturing Technical Consulting contract for FY 2015.

Fiscal Services	Board Action Date
 12/18/14	11/15/15

Batch Transfer Number/Reference #	Posted By:	Date:

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
12/04/2014	EDCT	<i>Robert Levesque</i> Robert Levesque	<i>Matthew Isaac</i> Dr. Matthew Isaac

ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
------	------	------	---------	--------	--------	------	--------------	----------------

INCOME

01	50	03	8115	0453	8836.00	0000	Metro Water	\$53,340.00
								\$53,340.00

EXPENSE

01	50	03	8115	0453	2100.00	6840	Classified Contract	\$14,670.00
01	50	03	8115	0453	2389.00	6840	Facilitators	\$14,400.00
01	50	03	8115	0453	3000.00	6840	Benefits	\$5,136.00
01	50	03	8115	0453	4300.00	6840	Instructional Supplies	\$7,000.00
01	50	03	8115	0453	5809.00	6840	Other Expenses	\$2,000.00
01	50	03	8115	0453	5819.00	6840	Indirect Charges	\$2,134.00
01	50	03	8115	0453	6400.00	6840	Equipment	\$8,000.00
								\$53,340.00

JUSTIFICATION

Budget adjustment needed for new contract with Metro Water to serve incumbent workers. FY 14/15

Fiscal Services		Board Action Date
<i>Approved 12/18/14</i>		<i>1/15/15</i>
Batch Transfer Number/Reference #	Posted By:	Date:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Alfredo Cruz, KVCR General Manager
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Charitable Gift Agreement

RECOMMENDATION

It is recommended that the Board of Trustees ratify a Charitable Gift Agreement with the San Manuel Band of Mission Indians for three years in the amount of \$6,000,000.

OVERVIEW

This gift agreement from the San Manuel Band of Mission Indians provides an additional three-year funding period of support for FNX – First Nations Experience. This partnership between San Manuel, SBCCD, and KVCR allows FNX to continue programming, content development and national distribution of the FNX Channel. As a fully-owned channel under the KVCR license, FNX is the only public television network in the country dedicated to the lives, cultures and histories of world indigenous people, FNX is produced at, and broadcasts from, the KVCR-TV facilities.

Through KVCR and the District, FNX is providing a valuable and unique service that is otherwise unavailable to indigenous communities across the nation. This groundbreaking initiative epitomizes the spirit of both public broadcasting and the San Bernardino Community College District – to serve and educate underrepresented communities. Over the past year of broadcasting, the viewership of FNX has increased from 35,000 to over 110,000.

ANALYSIS

The San Manuel Band of Mission Indians wishes to:

1. Provide an additional charitable gift in the amount of \$6,000,000 to fund the continued operation and expansion of Channel FNX, both geographically and to other broadcast methods, including radio, cable, and other methods of distribution.
2. Provide guidance, recommendations, and access to certain tribal archives for use in creating programming for Channel FNX.
3. Confirm San Manuel Band of Mission Indians' exclusive and perpetual designation and title of "Founding Partner," and its role as the sole originating and founding entity of Channel FNX, along with KVCR and SBCCD.
4. Assist in obtaining additional funding and gifts from other sources to support the continued operations of Channel FNX.

The San Manuel Band of Mission Indians will contribute the 2015 Charitable Gift to the District in quarterly payments over a three-year period with the first installment in the amount of \$1,000,000 within 30 days after execution of the agreement.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

These funds positively affect the 2015 through 2017 budgets.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
DATE: January 15, 2015
SUBJECT: Consideration of Approval of the District Strategic Plan for 2014-15 to 2019-20

RECOMMENDATION

It is recommended that the Board of Trustees approve the District Strategic Plan for 2014-15 to 2019-20.

OVERVIEW

The District Strategic Planning Committee (DSPC), comprised of 21 members representing constituent groups throughout the District, has worked for the past year on finalization of the District Strategic Plan. The plan represents the latest product of a formal and regularly evaluated district strategic planning process that both acknowledges input from, and aligns with, the colleges' educational plans, and serves as a guide for planning at the college level.

The DSPC has at its core the Board of Trustees imperatives, and has incorporated the feedback from district personnel, as appropriate.

ANALYSIS

The plan revision has been developed with significant opportunity provided at all levels of the district to provide feedback and input.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention and Success
- III. Resource Management for Efficiency, Effectiveness and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this board item.

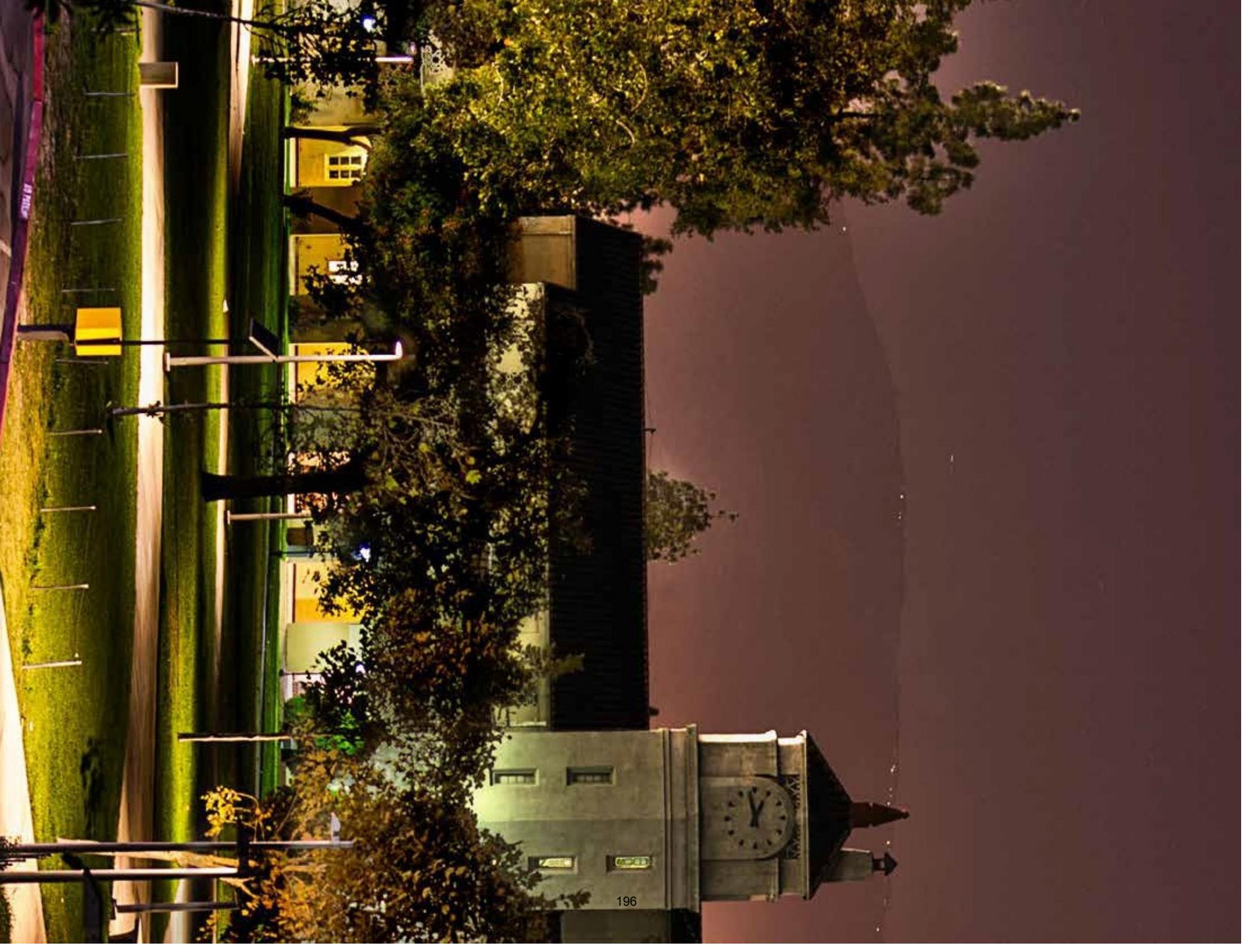


SAN BERNARDINO COMMUNITY — — — —
COLLEGE DISTRICT

Celebrating Student Success

2014-15 TO 2019-20 STRATEGIC PLAN — — — —

San Bernardino Valley College graduates



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Welcome from John Longville, President, SBCCD Board of Trustees

On behalf of the San Bernardino Community College District Board of Trustees, I am honored to present our Strategic Plan for 2014-15 through 2019-20. This plan is a living document that we will review and update on a regular basis in order to maintain the flexibility required of our institutions and to meet the changing needs of the community.

The San Bernardino Community College District is very large, with more than 1.7 million people residing within about 500 square miles. Our for-credit student headcount is over 23,000 in one of the state's most economically disadvantaged areas. Traditionally we have a very high unemployment rate, high poverty rate and low college-going and college-completion rates, which means we have a daunting task set before us.

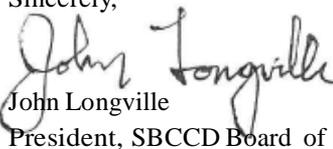
None of this is meant to discourage us, but rather to set out the parameters within which we must evaluate our policies and processes and set our goals. With every decision, we must ask, "Is this how we best serve our students and our community?"

As a former adjunct faculty member of this District, and now as a trustee, I can say with pride that the faculty, staff, and administrators welcome these challenges. Improving economic conditions enable the District to focus less of our attention on preserving the most basic programs. We now can put greater efforts into transforming the lives of our students through the best practices of student success, increasing access and the most current uses of technology. We are committed individually and collectively to broadening the opportunities we can present to our students and to the members of our community.

The SBCCD serves the whole community – everyone is a stakeholder in our decision-making processes, as evidenced by this document. When our students succeed, they create businesses and jobs, build families, and participate as knowledgeable citizens of the global economy, all here at home in the Inland Empire.

Our District, through San Bernardino Valley College and Crafton Hills College, as well as KVCR TV-FM and the Economic Development and Corporate Training division, is dedicated to improving the lives of our students and our community residents. The SBCCD Strategic Plan that follows is our guideline of how we intend to do so over the next five years. We welcome and appreciate your contributions and suggestions.

Sincerely,


John Longville
President, SBCCD Board of Trustees



Welcome from the Chancellor



I'm very pleased to present the Strategic Plan that will guide our District for the next five years. Our Strategic Plan team's open, participatory process that involved dozens of people and many discussions, both internal and external, has resulted in this document that represents our shared vision regarding the District's future.

The San Bernardino Community College District may not be unique in titling our Strategic Plan "Celebrating student success" as "student success" seems to be the current objective of every educator. I believe that establishing Student Success as our over-arching goal for the next five years is more than just using jargon. Through an innovative, thoughtful planning process, our team has crafted specific, measurable, and realistic objectives to be achieved under reasonable timelines, which will result in achieving that goal. Student Success is not the pinnacle of a mountain, but rather an ongoing trail to be traveled, tested, evaluated, and redefined over time.

The San Bernardino Community College District, like others in California, is now emerging from a most fiscally challenging period. For five years, due to severe annual cuts in the state budgets, most of our energies were focused on preserving as much of the status quo as we could: trying to maintain as many class offerings as possible and to educate as many students as we could, even when there were no state funds; hoping to avoid laying off or furloughing staff; and seeking outside funding sources and additional resources wherever appropriate.

As of today, and hopefully for the foreseeable future, budgets are balancing and funding is being reestablished. New opportunities abound. But different challenges and responsibilities are now at hand. Never have the public and the state expected more from the community colleges. We are expected to serve more students; serve an increasingly diverse range of students; meet new technology demands; achieve newly established goals for completion, graduation and transfer; and ensure that our students are prepared for the work world with the necessary hard and soft skills. And we are ready to rise to those challenges.

Over the past decade, despite the economic hardships, but through the support of our community and bond measures M and P, we were able to both improve the infrastructure of and renovate or construct many new facilities on our campuses, resulting in a vastly upgraded educational environment and much-needed technology enhancements. Now we can better focus on the programs and services we provide to students in order to effectively create a culture of enduring excellence.

This Strategic Plan clearly establishes how important a team is in achieving our goal of student success; all stakeholders have valuable roles to play. The community, a variety of educational partners along the way, employers, our elected officials, the media, and our trustees, faculty, staff and administrators all contribute to the success of our students and so we must work together for that common goal. Each objective within the plan addresses achieving an enhanced partnership with one or more of those stakeholders. Through those partnerships we will be able to achieve our new mission statement, "We transform lives through the education of our students for the benefit of our diverse communities."

On behalf of the Board of Trustees and the San Bernardino Community College District, we look forward to implementing this Strategic Plan, and to improving the lives of our students, our employees, and our community.

Sincerely,

A handwritten signature in black ink that reads "Bruce Baron".

Bruce Baron
Chancellor



Serendipitously, Crafton Hills College was revisiting and revising its Education Master Plan at the same time this Strategic Plan was being developed. This provided us a great opportunity to focus intently on what we found to be important to our students and to our institution and meld those into this Strategic Plan.

As student success is the mandate for California Community Colleges today, this Strategic Plan addresses student success through its four goals: 1. Student Success, 2. Enrollment and Access, 3. Partnerships of Strategic Importance, and, 4. District Operational Systems. All of these goals will help us serve students in achieving their educational goals. Ultimately, of course, this fulfills our goal of creating a more educated workforce and knowledgeable community.

As Crafton Hills College defined and analyzed student success for its Education Master Plan,

we developed an initiative for the work of the college: Engage. Learn. Advance. We want our students and colleagues to be engaged in their college and work experience, because engagement leads to learning, and learning propels one to advance in personal, educational, and career goals.

Most importantly, we used data to guide us in establishing CHC’s Educational Master Plan and this Strategic Plan. We reviewed findings from a recent Environmental Scan, research from the State Chancellor’s Office, and surveys from our past and present students, and used the data to guide our planning and decisions. We also garnered opinions and feedback from our constituent groups. Students, faculty, and staff all contributed to how the goals were defined and how they should be measured.

This Strategic Plan will guide our District through the next five years. It solidifies our mission of preparing the students of today for the workplace of tomorrow. It mirrors our vision of being “the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.”

It was a privilege to serve on the Strategic Planning Committee. I thank my colleagues who thoughtfully debated the goals and objectives for the San Bernardino Community College District Strategic Plan and I especially want to recognize the Deans of Research & Planning for their valuable contributions.

Sincerely,

Dr. Cheryl Marshall
President
Crafton Hills College



For generations, the San Bernardino Community College District has served the needs of this community through the programs it offers through its two campuses and occupational centers. The aim of the District Strategic Plan is to place the interest of students at the center of all short-term and long-term planning. The District's commitment to diversity, inclusiveness, and excellence in providing programs and services has earned it the respect of a community that relies on it for access to upward mobility.

The SBCCD Strategic Plan has four goals. They are clear-cut and easy to remember. They are aligned with the goals of the state-level strategic plan as well as with the strategic plans of both campuses. This strategic plan recognizes the unique attributes of the two campuses and integrates the planning priorities of all District sites into the strategic goals of the California Community College system. Student success has

a very high priority for the District because it is at the center of all campus and district planning.

Moreover, all four planning goals are necessarily interdependent and intertwined. The plan aids in creating a road map for student success. It provides us with a creative and inspirational mission and vision. The goals that the plan establishes are articulated so as to bring human and financial resources to bear in the most efficient and effective ways.

A major strength of this plan is its stakeholder input, which included all campus and District constituencies. By providing broad-based input, it engenders a sense of ownership by all. The team who worked on this project deserves our gratitude for their tireless and inclusive efforts. The plan provides a much needed road map to achieve these vitally important goals in the most effective way -- by providing a basis for prioritizing all aspects of campus and District operations. This plan incorporates evaluation procedures and institutionalizes self-assessment and accountability by defining measurable outcomes and timetables for accomplishing goals and objectives.

In conclusion, I enthusiastically endorse the SBCCD Strategic Plan and pledge myself to work for its implementation in any way I am called upon.

Respectively,

Dr. Gloria Fisher
President

San Bernardino Valley College



Dr. Matthew Isaac
EDCT Executive Director

The mission of the Economic Development and Corporate Training (EDCT) Division is to stimulate the economic prosperity of the Inland Empire through workforce development. This mission is achieved by:

- a. offering customized training solutions that meet the human capital development needs of regional employers;
- b. providing innovative job training to the workforce in emerging technologies and high growth areas to foster economic prosperity in the region; and
- c. building partnerships to obtain local/state/federal funds necessary for preparing a highly skilled workforce through short-term training.

EDCT serves the short-term training needs of a significant portion of the displaced and incumbent workforce who are not otherwise served by the academic programs of the colleges and thus complements the mission and impact of our colleges.

Representatives from the EDCT Division served on the District Strategic Planning Committee in developing the goals and directions for the District that will effectively serve the citizens of this region. Consistent with those goals and objectives, and in order to serve our constituency, the EDCT Division developed its own strategic goals, objectives, and priorities to support its mission, which include forging partnerships with private and public sector organizations to seek and leverage grant resources for delivering short-term training to the regional displaced and incumbent workforce; seeking out grants for emerging technologies; continuing to sustain our nationally recognized nanotechnology program; and sustaining EDCT as a self-supporting entrepreneurial entity of the District.



Alfredo Cruz
KVCR General Manager

KVCR FM-TV plays a fundamental role in educating, informing and entertaining the diverse communities of inland southern California and beyond. With its renewed commitment to localism, and the newly adopted motto “Community Matters,” KVCR works to accurately

and proportionately reflect our community with appropriate programming content and subject matter.

KVCR TV’s secondary channel, FNX (First Nations Experience) is the first and only public television network in the country focusing on Native American and World Indigenous content and making a national impact on local communities all across America. November 2014 marks the launch of FNX on the Public Television Satellite system, making it available to close to 400 public TV stations, cable, and satellite providers all across the U.S.

Originally founded as a college student-run radio station in 1952, KVCR FM expanded to television ten years later and became California’s pioneering stations for both NPR (National Public Radio) and PBS (Public Broadcasting System). KVCR’s state-of-the-art television and radio studios are the finest in the region and provide professional, world-class production opportunities for TV and radio programs.

In addition, KVCR TV-FM and FNX all continue to serve our original educational mission by providing important classroom and intern opportunities for high school and college students, opportunities that help them help prepare for careers in the media, and gain valuable professional-level industry experiences that enhance their education and futures. KVCR TV-FM is licensed to SBCCD, has a long heritage as a local and southern California jewel, and is one of the District’s most valuable assets.

MISSION

We transform lives through the education of our students for the benefit of our diverse communities.

VISION

SBCCD will be most known for student success.

- Our educational programs and services will be highly sought after.
- Our students will be the most highly preferred by four-year institutions and employers.
- Our transfer students will have the highest graduation rates at four-year institutions.
- Our students will have the highest employment rates in our communities.
- Our district will be the gateway to pathways and opportunities for a brighter future.
- Our students and alumni will make the largest contribution to the economic prosperity of our communities.
- Our employees will want to be here, love working here, and go above and beyond for student success.

VALUES

Service, Integrity, Collaboration, Innovation, Quality



Students gather on the Crafton Hills College campus

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Strategic Priorities

The California Community Colleges provide workforce training, basic courses in English and math, certificate and degree programs, and preparation for transfer to four-year institutions. The strategic priorities of the California Community College system are:

- A. College Awareness and Access
- B. Student Success and Readiness
- C. Partnerships for Economic and Workforce Development
- D. System Effectiveness
- E. Resource Development

The SBCCD Board of Trustees, through their Board Imperatives, incorporates the strategic priorities of the California Community College system. The Board is committed to excellence and effectiveness in all the operations and entities that comprise the San Bernardino Community College District. It is committed to student success, retention and access, and to prudent management of all the District's resources. The Board strives for and expects informed and excellent governance and leadership from themselves and from all the key leaders of the District.

To that end, the Board has established four Board Imperatives:

- Institutional Effectiveness
- Learning-Centered Institution for Student Access, Retention and Success
- Resource Management for Efficiency, Effectiveness and Excellence
- Enhanced and Informed Governance, and Leadership

Understanding and acknowledging those Board Imperatives as well as the priorities of the CCC system, the SBCCD Strategic Planning committee's work resulted in the four goals set out here and discussed in detail in this publication:

Goal 1: Student Success: Provide the programs and services necessary to enable all students to achieve their educational and career goals.

Goal 2: Enrollment and Access: Increase access to higher education for growing populations in our region.

Goal 3: Partnerships of Strategic Importance: Invest in strategic relationships and collaborate with partners in higher education, PK-12 education, business and workforce development, government, and other community organizations.

Goal 4: District Operational Systems: Improve the District systems to increase administrative and operational efficiency and effectiveness.



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The timeless Crafton Hills College Clock Tower

A Short History of the SBCCD

The SBCCD was formed in 1926, originally as the San Bernardino Valley Union Junior College District and was the first union district formed in the state.

The San Bernardino district was formed from the San Bernardino and Colton high school districts, which then joined forces to create the junior college district, elect trustees, establish curriculum and provide facilities and instructors for San Bernardino Valley College (SBVC), which was established on about 30 acres in downtown San Bernardino in 1927-28 with 17 faculty lead by Dean George Jantzen. The original class, starting in 1926-27, included 140 students. SBVC is the 25th oldest of the 112 California Community Colleges.

In 1967, the District office began the development of a new campus in Yucaipa. Crafton Hills College (CHC) opened in 1972, serving the East Valley. The first President for CHC was Foster Davidoff.

Both San Bernardino Valley and Crafton Hills are comprehensive community colleges, offering students associate degree programs, transfer preparation to four-year colleges and universities, career and technical education, and life-long learning opportunities, in addition to student life activities such as clubs, leadership, sports, and the chance to participate in extracurricular writing, art, theatre, dance, and music programs.

The Economic Development and Corporate Training Division, originally called the Professional Development Center, was formed more than a decade ago with the goal of partnering with Inland Empire businesses and industries to provide workforce development and convenient, affordable employee training solutions. It still does that and so much more, bringing business development and entrepreneurship training, among other skills, to the community through a multitude of federal and state grants and business partnerships.

Originally founded as a college student-run radio station in 1952, KVCR FM expanded to television ten years later and became California's pioneering stations for both NPR (National Public Radio) and PBS (Public Broadcasting System). KVCR's state-of-the-art television and radio studios are the finest in the region and provide professional, world-class production opportunities for TV and radio programs. In addition, KVCR is the home of Native American and World Indigenous channel FNX (First Nations Experience), made possible by its founding partner, the San Manuel Band of Mission Indians.



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2014-2020 Strategic Plan

Goal 1: Student Success

Provide the programs and services necessary to enable all students to achieve their educational and career goals.

goal 1.1

Increase student success while preserving access, enhancing quality, and reducing attainment gaps associated with income, race, ethnicity, age, and gender.

Goals	2007-08 to 2012-13 Baseline	2011-12 to 2016-17 Target	2014-15 to 2019-20 Target
Graduation Rate*	16.2%	18.2%	19.8%
Transfer Rate**	31.6%	36.0%	39.0%

*Target for the graduation rate set by calculating 22% increase from the baseline rate of 16.2% (.22 * .162 = .0356).

**Target rate for transfer rate set by identifying the transfer rate for the entire State (39.4%).

Goals	2012-13	2016-17	2019-20
% with Complete Student Educational Plan***	Unavailable	100%	100%
Student Educational Plan Completion Rate****	Unavailable	46%	50%

***Target for the “% with Complete SEP” set based on the Student Success Act expectations.

****Target for SEP Completion rate based, in part, on targets identified for the graduation and transfer rates.

Key Strategies

1. Expand and diversify professional development
 - Alternative instructional methods
2. Enhance student support services
 - Expand tutoring
 - Expand learning communities
 - Enhance early alert intervention
 - Implement degree audit
 - Expand accelerated courses
 - Empower students to become continuous learners (study skills)
3. Expand academic advising
4. Align curricular pathways with K-12 and 4-year partners (activities include conducting a sequencing study, etc.)
5. Ensure accurate student placement
6. Increase student engagement (learning communities, mentor programs, supplemental instruction, etc.)

Increase the number of students who complete developmental education programs and progress to successful completion of freshman-level courses.

Developmental Education 3-Year Improvement Rates	2010-11 to 2012-13 Baseline	2014-15 to 2016-17 Target	2017-18 to 2019-20 Target
Math*	20.4%	25.0%	29.2%
English**	48.1%	57.9%	60.0%

**Math Developmental Education 3-Year Improvement Rate target set by calculating a 22% increase in the improvement rate from the baseline year rate of 20.4% (.22 * .204 = .0448).*

***English Developmental Education 3-Year Improvement Rate target developed by calculating a substantial increase (i.e., Effect Size of .20) using the most recent cohort year as the baseline and rounding to the nearest 10.*

Key Strategies

1. Work with K-12 before students enroll at SBCCD
2. Increase and improve basic skills offerings including alternative instructional methods
3. Determine optimum class size and teaching strategies in developmental courses
4. Develop non-credit courses for basic skills program
5. Enhance tutoring and student mentoring
6. Require early and continuous enrollment in math and English

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Goal 2: Enrollment and Access

Increase access to higher education for growing populations in our region.

goal 2.1

Increase our student population to improve the higher education participation rate and supply a well-equipped, educated workforce for our communities.

Student Population Goals	2012-13	2016-17 Target	2019-20 Target
Annual Enrollment (FTES)*	13,241	14,350	15,000
Market Share**	TBD	65.2%	74.4%

*Full-time equivalent student (FTES) target set by calculating a 2% increase in the funded RFES from 2012-2013 to 2016-2017 (i.e., 4 years) and a 1.5% increase from 2017-2018 to 2019-2020 (i.e., 3 years).

**Tracking the market share for the District would require SBCCD to pay the CCCC for the data. The data for 2011-12 year (55.9%) was provided through the Environmental Scan. The methodology for the Market Share and the target can be reviewed at <http://craftonhills.edu/Env2013>. The average market share by contiguous community colleges is 74%, which was used to set the target. In order to increase the market share to 74.4% the District would need to add an additional 1,030 FTES. Currently the District is seeking to increase the RFES from 13,241 to 15,000, an increase of 1,759 FTES.

Key Strategies

1. Develop and implement a comprehensive marketing plan to increase market share
 - Promote a culture of educational value throughout the community
2. Increase online, evening, and weekend classes
3. Offer concurrent college courses on K-12 campuses and at SBCCD campuses
4. Increase community involvement at cultural and athletic events on campus
5. Develop a comprehensive international student program

Goal 2.2

Provide transfer career and technical, and developmental education access to meet student needs.

Enrollment by Type of Education	2012-13 Baseline	2016-17 Target	2019-20 Target
Transfer*	9,317	10,085	10,545
Career and Technical**	3,728	4,035	4,219
Developmental***	2,146	2,323	2,429

*Transfer courses include any course transferable to a four-year university: transfer status of A, B, D, E, F, or H.

**CTE courses include any course that is advanced occupational, occupational, or possibly occupational as identified by the SAM code—B, C, or D—respectively.

***Developmental courses include all math, English, reading, and ESL courses that are not transferable.

Note: The FTES in Goal 2.2 will not match with the FTES reported in Goal 2.1. The FTES in 2.2 is the FTES for the academic year, not the funded FTES, which can include FTES from both summer semesters. In addition, a course could be both CTE and Transfer, and the FTES may be counted twice. Targets were set by calculating a 2% growth increase in FTES from 2012-2013 to 2016-2017 (i.e., 4 years) and a 1.5% increase from 2017-2018 to 2019-2020 (i.e., 3 years). A limitation to the estimated growth is that growth in each area can vary, for example, in 2013-2014 most of the growth occurred in transfer and developmental sections at Crafton.

Key Strategies

1. Use data to inform plans to grow new programs to meet labor market needs
2. Provide flexible delivery of instructional offerings
3. Revise program viability plans to streamline instructional offerings
4. Develop and implement an enrollment management and growth plan

Goal 2.3

Enhance the public image of the San Bernardino Community College District.

Key Strategies

1. Utilize KVCR and EDCT as resources to enhance SBCCD's public image
2. Assess the District's public image and develop and implement a plan based on the assessment's results
3. Increase media presence and coverage of the District's accomplishments and performance results
4. Expand campus festivals and events
5. Increase faculty, staff, and student involvement in local community organizations
6. Expand outreach events

goal 2.4

Increase awareness of San Bernardino Valley College and Crafton Hills College as viable higher education options.

Key Strategies

1. Work with K-12 counselors to increase awareness in K-12 communities
2. Utilize all media resources to increase awareness
3. Focus our message on quality of education, affordability, value, and open access
4. Increase outreach events at local high schools and on the campuses
5. Offer courses at K-12 and employer locations

goal 2.5

Continue to diversify our student and employee populations to be reflective of our communities.

Key Strategies

1. Increase outreach to local residents
2. Ensure salaries and benefits at competitive rates
3. Have multilingual and multicultural marketing materials
4. Market and outreach to potential students and employees who are reflective of demographic trends

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Goal 3: Partnerships of Strategic Importance

Increase access to higher education for growing populations in our region.

goal

3.1

Invest in strategic relationships and collaborate with partners in higher education, PK-12 education, business and workforce development, government, and other community organizations.

Key Strategies

1. Align course curriculum to enhance strategic partnerships
2. Strategically develop new courses and programs
3. Create consortium of higher education partners to focus on improving student transfer rates
4. Expand Transfer Model Curriculum

Examples of Potential Strategic Partners:

- Mt. San Jacinto College
- California State University, San Bernardino (CSUSB)
- University of Redlands
- University of California, Riverside (UCR)
- University of California, Los Angeles (UCLA)
- Brandman University

goal 3.2

Enhance existing and secure new PK-12 partnerships to improve student pathways, increase awareness of SBVC and CHC as viable options for higher education, and enhance the image of the San Bernardino Community College District.

Key Strategies

1. Align course curriculum to enhance strategic partnerships
2. Work with PK-12 partners to develop a communications campaign with the intent of sharing with local high school students and parents
3. Develop Common Standards with K-12
4. Develop Dual Enrollment Strategies

Examples of Potential Strategic Partners:

- Redlands Unified School District
- Yucaipa-Calimesa Joint Unified School District
- Beaumont Unified School District
- San Bernardino County Superintendent of Schools
- San Bernardino City Unified School District
- Colton Unified School District
- Rialto Unified School District
- Inland Leaders Charter School
- California Department of Education
- Hispanic Association of Colleges and Universities (HACU)
- Middle College High School
- San Bernardino Department of Rehabilitation
- Job Corps
- Native American Resource Center-Morongo
- Sheriff's Academy
- University of California, Los Angeles (UCLA)
- Brandman University

Goal 3.3

Enhance existing and secure new business and workforce development partnerships for student internship opportunities, student pathways, incumbent worker training, and to enhance career and technical education course curriculum.

Key Strategies

1. Work with industry partners with a history of utilizing student interns to develop internship opportunities for SBCCD students
2. Develop and market an internship program template to make it attractive for local business partners to include student interns in their workforce
3. Leverage grant funding to develop student internship opportunities with local employers
4. Use technical expertise of industry partners to strengthen membership of CTE curriculum committees that will align student pathways to jobs in the community
5. Work with industry partners to develop incumbent worker training programs that will retain jobs and allow local businesses to expand
6. Work with community partners to develop short-term and long-term workforce development and community service programs to help build the local economy
7. Offer courses at employers' worksites (contract education)

Examples of Potential Strategic Partners:

- Workforce Investment Boards
- Local City and County Agencies
- Local Businesses and Non-Profit Agencies
- Regional Fire and Law Enforcement Agencies
- Regional Hospitals and Health Care Providers
- State Vice Chancellor of Workforce Development
- Colton Redlands Yucaipa Regional Occupational Program (CRY-ROP)
- Walmart Foundation
- Western Association of Food Chains
- California Alcohol and Drug Educators (CAADE)
- City of Redlands, City of San Bernardino Water Department
- Employee Training Agency (ETA)

Goal

3.4

Enhance existing and secure new government and community partnerships to increase funding for improving student success and increasing student access.

Key Strategies

1. Partner with other local California community colleges to advocate for funding
2. Provide consistent SBCCD representation at regional and State leadership organizations
3. Work with State-level lobbying services to remain current on funding and other California community college issues and to provide feedback to local and State government officials
4. Enhance SBCCD's value to the communities we serve through proactive efforts to be engaged in local events and by continually demonstrating a strong commitment to developing programs and services that best serve our students, residents and local businesses

Examples of Potential Strategic Partners:

- Cities of San Bernardino, Colton, Rialto, Highland, Yucaipa, Redlands, Loma Linda, Grand Terrace
- Regional Fire and Law Enforcement Agencies
- Regional Hospitals and Health Care Providers
- Vice Chancellor of Workforce Development, California Community Colleges Chancellor's Office (CCCCO)
- Workforce Investment Boards

Goal 4: District Operational Systems

Improve the district systems to increase administrative and operational efficiency and effectiveness.

Goal 4.1

Improve the district systems to increase administrative and operational efficiency and effectiveness with an emphasis on student records, human resources, facilities, technology, financial systems, and other workflow operational systems.

Key Strategies

1. Administrative Efficiency/Effectiveness
 - a. Identify the dependencies for integrating existing major enterprise resource programs
 - b. Integrate major enterprise resource programs
 - 1) Align policies and procedures
 - 2) Purchase Human Resource, Fiscal, and other ERP modules as necessary to become independent from county systems and have a fully integrated administrative applications environment
2. Operational Efficiency/Effectiveness
 - a. Conduct Business Process Analysis (BPA) to streamline procedures within Human Resources, Business & Fiscal Services, and other District processes, as appropriate
 - b. Improve communications throughout the District

No other investment yields as great a return as the investment in education. An educated workforce is the foundation of every community and the future of every economy.

Brad Henry, former governor of Oklahoma

Resources Necessary to Achieve Strategic Goals

The SBCCD's Strategic Plan provides a framework for realizing the District's Vision of being most known for student success. Enhancing SBCCD's capacity will be necessary to enable the District to pursue achieving the mission, vision, and strategic goals of this plan. Specifically, enhancements in staffing, facilities, technology, and revenues will provide the resources necessary to begin this pursuit.

Staffing

Hire Additional Faculty and Staff of Strategic Importance – The District will need to increase staffing of strategic importance to support the targeted increases in enrollment and student support services. These targets are aimed at increasing student success and access for the District. As a result, the District will need to develop a district-wide staffing plan that considers the faculty, staff, and administrator needs in fulfilling the strategic goals of this Strategic Plan.

Professional and Organizational Development – Not only does the District need to increase faculty and staff to increase student success and access, the District will need to increase organizational capacity in student success and access best practices, leadership development, developing and maintaining partnerships of strategic importance, and organizational effectiveness and efficiency. This capacity will be enhanced by robust professional development activities for faculty, staff, and administrators geared toward best practices in student success, access, and administrative effectiveness and efficiency.

Facilities

The District will need to provide additional and renovated facilities to accommodate the targeted increased enrollment and the increases in student support services. These facilities will need to include considerations for the newest design in learning spaces, instructional methods, flexibility, operational effectiveness, and administrative efficiency. Such facilities will be essential to the execution of this Strategic Plan in increasing the District's student success and access.

Technology

Information technology will play an increasing role in innovative instructional methods to enhance student success, improve collaboration and communications, stimulate leading edge research and creative activities, promote outreach, and increase efficiency and effectiveness in administrative operations. Information technology will be used to create smarter, more intelligent business systems; expand online training; and provide self-service functionality for students, faculty, and staff.

Financial

The District will need to increase revenue by increasing the District's enrollment to fund and support student success and access. In addition to increased enrollment, the District will need to diversify revenue sources by increasing the number and amount of grants and contributions received from granting agencies and District foundations, respectively. Implementation of the District's Strategic Plan will require alignment of budget priorities with plan goals and strategies.

The District will also need to increase administrative effectiveness and operational efficiency by implementing policies, procedures, and practices to promote rigor, transparency, and accountability for results.

The District will maintain its transparency in budgeting, planning, and resource allocation. The District will continue to make budget and resource allocation information available to the public, including budget summaries, how the budget addresses key District issues, constraints on revenues, and formulas and assumptions behind resource allocations. Transparency in budgeting, planning, and resource allocation will be critical to the

success of the District's
Strategic Plan.



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SBCCD Statement on Ethnic & Cultural Diversity

The San Bernardino Community College District actively supports and promotes diversity. Because of this dedication, we are better equipped to provide a quality education to students who need the social and academic skills required to interact and communicate in a 21st century workplace. We value the inherent dignity of all individuals and celebrate their diversity. We support inclusiveness and equity for students and employees. Our District extends the privileges of academic life to all by promoting mutual respect and the application of fair and ethical practices and policies. Through interacting with others whose backgrounds, beliefs, and perspectives are different from our own, we build a richer, more stimulating environment for teaching and learning. We value this cultural and intellectual diversity as a way to enrich each other.

“I speak not for myself but for those without voice... those who have fought for their rights... their right to live in peace, their right to be treated with dignity, their right to equality of opportunity, their right to be educated.”

Malala Yousafzai, Pakistani school pupil, education activist and winner of the Nobel Peace Prize.

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KVCR

Strategic Planning Team

Charlie Ng, Ng Consulting Services, Facilitator

Algie Au, SBVC, Professor, Biology; Academic Senate

Bruce Baron, SBCCD, Chancellor

Jimmie Bradley, SBVC, ASG Administrative Support Services Director

Dr. Robert Brown, CHC Professional Development Coordinator, now CHC English faculty

Dr. Gloria Fisher, SBVC, President

Tina Gimple, CHC, Coordinator, Administrative Services

Laura Gowen, SBVC, Foundation, Administrative Assistant

Rania Hamdy, SBVC, Coordinator, Professional and Organizational Development

Donna Hoffmann, CHC, Director, Marketing and Public Relations

Denise Allen Hoyt, CHC, Professor, Academic Senate

Dr. Glen Kuck, SBCCD, Associate Vice Chancellor

Dr. Cheryl Marshall, CHC, President

Barbara Nichols, KVCR, Project Analyst

Tim Oliver, SBCCD, Interim Vice Chancellor, Business & Fiscal Services

Amalia Perez, SBCCD, Analyst, Human Resources

Chris Robles, CHC, Student Senate, Vice President, External Affairs

Dr. James Smith, SBVC, Dean, Research, Planning and Institutional Effectiveness

Deanna Krehbiel, EDCT, Assistant Manager, Workforce Development

Lillian Vasquez, KVCR, Coordinator, Marketing

Dr. Keith Wurtz, CHC, Dean, Institutional Effectiveness, Research & Planning

Dr. Greg Zerovnik, SBVC, Interim Director, Marketing and Public Relations



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District Governance and Administration

SBCCD Board of Trustees

John Longville, President
Dr. Kathleen (Katy) Henry, Vice President
Joseph Williams, Clerk
Gloria Macías Harrison, Trustee
Donna Ferracone, Trustee
Dr. Donald L. Singer, Trustee
Nickolas W. Zombos, Trustee
Alexis Panaguiton, CHC Student Trustee
Tiffany Guzman, SBVC Student Trustee

District Administration

Bruce Baron, Chancellor
Jose Torres, Interim Vice Chancellor of Business & Fiscal Services
Dr. Jack Miyamoto, Human Resources Consultant

Economic Development and Corporate Training

Dr. Matthew Isaac, Executive Director

Technology and Educational Support Services

Dr. Glen Kuck, Associate Vice Chancellor

KVCR FM-TV

Alfredo Cruz, Jr., General Manager

Crafton Hills College

Dr. Cheryl Marshall, President
Mike Strong, Vice President of Administrative Services
Dr. Bryan Reece, Vice President of Instruction
Dr. Rebeccah Warren-Marlatt, Vice President of Student Services

San Bernardino Valley College

Dr. Gloria Fisher, President
Scott Stark, Vice President of Administrative Services
Dr. Haragewen Kinde, Vice President of Instruction
Dr. Ricky Shabazz, Vice President of Student Services

Glossary

A&R Admissions and Records

ACCJC Accrediting Commission for Community and Junior Colleges

Accreditation The process by which a college is reviewed by a group of peers on behalf of an official accreditation agency, to determine the extent to which the college meets specific accepted standards of excellence. Each college seeks, as a result of this process, to obtain formal acknowledgement as accredited.

ARCC Accountability Reporting for Community Colleges, a program administered by the CCCC to gather and publish system wide and college-specific performance data.

ARRA American Recovery and Reinvestment Act, the legal name of the federal economic stimulus program.

Assessment The systematic collection of information about student learning, and about activities and functions that support such learning, both directly and indirectly, and the use of that information to create a continuing cycle of improved teaching and learning at the Institutional, Program and Course levels.

Career Awareness STEM Training and/or activities offered through the EDCT Career Technical Education (CTE) Community Collaborative program to build a system of STEM pathways and career awareness in new fields of technology across of the Eastern portion of San Bernardino to increase academic development combined with added relevance for students to close the achievement gap. This program is offered by EDCT through a competitive grant awarded by the California Community Colleges Chancellor's Office.

Career Pathways An approach to K-12 and higher education that systematically creates links between academic and career fields, often with the help of business and governmental partners. In the California Community Colleges System Strategic Plan, this approach is one of the strategies for achieving Goal C, Partnerships for Economic and Workforce Development.

CCCCO California Community Colleges Chancellor's Office

CHC Crafton Hills College

Cohort A group of people sharing certain characteristics, often tracked through time for research purposes. ARCC and many other studies of community college students use a cohort design.

Collegial Consultation The process by which the district provides faculty, students, staff, and management the opportunity to participate

rd with Title 5, California Code of Regulations, sections 51023.5, 51023.7, 53200, and 53203. Collegial consultation often involves committees on which the constituency groups are represented.

indirectly; typically includes how the college will prioritize

Constituency Group One of the groups that participate in collegial consultation. In SBCCD, that includes the Academic Senates, Student Senates, Classified Senates, CSEA, CTA, and the management teams.

CSEA California State Employees Association, the classified union in SBCCD District

CTA California Teachers Association, the faculty union in SBCCD

Customized Training A need-based training program specially designed for an employer or a collaborative/consortium to improve the job performance of workers. A variable fee is charged by EDCT for designing and administering the training.

District Generally refers to the district as a whole and all the entities that comprise it: SBVC, CHC, the district office, KVCR, TESS, and EDCT/PDC.

District Assembly The District's shared decision-making council comprised of members selected by each constituency group.

District Office(s) Also called the central office, the centralized functions of the district: the Chancellor's Office, Business & Fiscal Services, Human Resources, and Technology and Educational Support Services (TESS). Also refers to the south wing of the administration building, where all these functions are housed, except for TESS, which is housed at the District Offices in Redlands.

District Resource Allocation Model The overall process by which funds are allocated to the campuses and district office operations.

DOE US Department of Education

DSP District Strategic Plan

DSP&S Disabled Students Programs and Services

DSPC District Strategic Planning Committee

EDCT The Economic Development and Corporate Training (EDCT) division is comprised of the following centers: the Professional Development Center (PDC), the Donald F. Averill Applied Technology Training Center (ATTC), the Entrepreneurship Institute of San Bernardino and the Center for the Advancement of Nanotechnology (NanoCenter).

Educational Master Plan A long-term outline (usually three to five years) of the programs and services that a college will undertake to facilitate student learning directly or

the instructional and service offerings based on an assessment of data related to enrollment, job markets, and other information. May function as the college's strategic plan, or integrate with the strategic plan.

EMP Educational Master Plan

EOP&S Extended Opportunity Programs and Services

Fee-based Training An open enrollment professional development activity or short-term training offered for a fixed fee.

Foundational Skills Developmental and basic skills that are required for students to succeed at the college level. They include skills in reading, writing, mathematics, English as a Second Language, learning, and study skills. Foundation skills also include skills required to be successful in the workplace: critical thinking, interpersonal and group skills, information literacy, ethics, etc.

FTEF Full-time Equivalent Faculty, also known as Faculty Load

FTES Full-time Equivalent Students, the primary measure used by the state in funding community colleges. One FTES is the equivalent of one student taking courses totaling 15 hours per week each semester for two semesters.

Institutional Effectiveness The measure of our overall success as an educational operation. It is based on a systematic, continuous and documented evaluation of institutional performance in relation to institutional purpose.

KVCR TV-FM District-owned public radio and television stations

Message Deck A document that outlines key messages on key organizational issues and delineates which will be communicated to each target audience. The suggested Message Deck

document would provide approved language to ensure message consistency, and would serve as the primary reference for all the organization's communications, from media releases and brochures to publications and community event talking points.

New Grants Grants newly received during the referenced year

Ongoing Grants Multi-year grants that continue for a period of time determined by the grantor

Participant Any person who attended a short-term training or retraining, a professional development activity, a Boot Camp, or a career exploration event or activity.

PDC Professional Development Center, a division of EDCT.

Program Generic term for a specific set of institutional activities or functions considered as a unit for the purposes of assessment.

Program Review A process by which a program or service regularly evaluates its efficiency. Its purpose is continuous improvement of the program or service. It is evidence-based, involves input from constituency groups and advisory committees, and results in a report that includes planned improvements.

Research and Consulting Labor market research and consultative services offered by EDCT to its clients

SAO Service Area Outcome

SBCCD San Bernardino Community College District

SBVC San Bernardino Valley College

SLO Student Learning Outcome

WASC Western Association of Schools and Colleges, the regional accrediting body of which the ACCJC is a part.

Statement of Non-discrimination

San Bernardino Community College District does not discriminate on the basis of age, color, creed, religion, disability, marital status, veteran status, national origin, race, sex, sexual orientation, gender identity, or gender expression.





Draft



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Larry Strong, Interim Director of Fiscal Services
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Nonresident Tuition and Capital Outlay Fees

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2015-16 nonresident tuition fee of \$200 and the election of a nonresident capital outlay fee in the amount of \$7.

OVERVIEW

Education Code 76140 requires that the Board of Trustees adopt a nonresident tuition fee for the following fiscal year no later than February 1. In addition, Education Code 76141, allows districts to elect a nonresident capital outlay fee, based on approved state calculations.

ANALYSIS

Per the attached worksheets, SBCCD has selected Option 1, statewide average cost, in the amount of \$200 as its nonresident tuition fee for 2015-16. In addition, the District has elected to charge the nonresident capital outlay fee of \$7 per the approved state computation.

BOARD IMPERATIVE

III. Resource Management For Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The approval of this board item will positively impact the colleges' budgets in the proximate amount of \$10,000.

California Community Colleges 2015-16 NONRESIDENT FEES WORKSHEET

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 1 THROUGH 7

2015-16 NONRESIDENT TUITION FEE (EC 76140)	(Col. 1) Statewide	(Col. 2) District	(Col. 3) 10% or More Noncredit FTES
A. Expense of Education for Base Year (2013-14 CCFS 311, Expenditures by Activity Report, AC 0100-6700, Cols: 1-3)	\$6,692,314,329	\$ _____	\$ _____
B. Annual Attendance FTES (Recal 2013-14)	1,167,090	_____	_____
C. Average Expense of Education per FTES (A ÷ B)	\$5,734	\$ _____	\$ _____
D. U.S. Consumer Price Index Factor (2 years)	x 1.044	x 1.044	x 1.044
E. Average Cost per FTES for Tuition Year (C x D)	\$5,986	\$ _____	\$ _____
F. Average Per Unit Nonresident Cost – Semester (Qtr)	\$200 (\$133)	\$ _____	\$ _____
G. Highest year Statewide average – Semester (Qtr)	\$200 (\$133)	\$ _____	\$ _____
H. Comparable 12 state average – Semester (Qtr)	\$380 (\$253)	\$ _____	\$ _____

Annual Attendance FTES includes all student contact hours of attendance in credit and noncredit courses for resident students, nonresident students and apprentices; however apprentice hours are divided by 525 to compute an FTES equivalent. Round tuition fee to the nearest dollar.

Column 3 is an option for use by a district with ten percent or more noncredit FTES (*Section 76140(e)(1)(A)*). If your district qualifies, then fill out this column with noncredit FTES and noncredit expense of education data excluded.

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 6 OR 7

Option 6. The greater amount of the calculations of statewide nonresident tuition for 2011-12 through 2015-16 is \$200 per semester unit or \$133 per quarter unit (2013-14).

Option 7. The average of the nonresident tuition fees of public community colleges in 2013-14 of no less than 12 states comparable to California in cost of living is \$380 per semester unit or \$253 per quarter unit.

Requirement for Use of Option 6 or 7: The additional revenue generated by the increased nonresident tuition permitted under options 6 or 7 shall be used to expand and enhance services to resident students (*EC 76140(e)(2)*). Districts meeting one or more criteria below shall be considered in compliance with the requirements of *EC 76140(e)(2)*. Please check all that apply:

- Revenue from nonresident tuition was less than 5% of total general fund revenue.
- Actual resident FTES was greater than funded resident FTES.
- Percent expenditures for counseling and student services were greater than statewide average (AC 6300 plus 6400 divided by AC 0100-6700, Cols. 1-3).
- Percent expenditures for instructional services were greater than statewide average (AC 0100-5900 divided by AC 0100-6700, Cols. 1-3).

Continue to next page ►

► Continued from previous page

The district governing board at its January 15, 2015 meeting adopted a **nonresident tuition fee** of \$ 200 per semester unit or \$ n/a per quarter unit.

Basis for adoption is (*place an X in one box only*).

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | 1. Statewide average cost, per column 1. |
| <input type="checkbox"/> | 2. District average cost, per column 2. |
| <input type="checkbox"/> | 3. District average cost with 10% or more noncredit FTES, per column 3. |
| <input type="checkbox"/> | 4. Contiguous district. _____ (<i>Specify district and its fee</i>). |
| <input type="checkbox"/> | 5. No more than district average cost (Col. 2 or 3); no less than statewide average cost. |
| <input type="checkbox"/> | 6. Statewide average cost, from 2013-14 (\$200 per semester unit; \$133 per quarter unit). |
| <input type="checkbox"/> | 7. No more than average tuition of 12 states with cost of living comparable to California. |

NONRESIDENT CAPITAL OUTLAY FEE (EC 76141)

For districts electing to charge a **capital outlay fee** to any nonresident student, please compute this fee as follows:

- a. Capital Outlay expense for 2013-14 \$ 2,881,522
- b. FTES for 2013-14 14,741
- c. Capital outlay expense per FTES (*line a divided by line b*) \$195
- d. Capital Outlay Fee per unit:
1. Per semester unit (*line c divided by 30 units*) _____

OR

2. Per quarter unit (*line c divided by 45 units*) \$7
- e. 2015-16 Nonresident Student Capital Outlay Fee (not to exceed *the lesser of line d OR 50% of adopted 2014-15 Nonresident Tuition Fee*) \$7

The district governing board at its January 15, 2015 meeting adopted a **nonresident capital outlay fee** of \$ 7 per semester unit or \$ n/a per quarter unit.

Upon adoption of nonresident tuition and/or capital outlay fees by your district governing board by February 1, 2015, please submit a copy of this report by February 13, 2015 to:

**California Community Colleges Chancellor's Office
Fiscal Services Unit
1102 Q Street, 4th Floor
Sacramento, CA 95811-6549 FAX (916) 323-3057**

District San Bernardino Community College District

Contact Person Larry Strong, Interim Director of Fiscal Services

Phone Number & email 909-382-4028 lstrong@sbccd.cc.ca.us

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Professional Services Contracts/Agreements

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached list of Professional Services contracts/agreements.

OVERVIEW

In accordance with Board policy 6340 and Administrative Procedures 6340, Section A, Sub-section 3, the attached list of contracts for Professional Services, Consultants and Legal Services is submitted for approval.

ANALYSIS

The attached list of contracts, agreements and their associated purchase orders are for fiscal audits, legal services, consultants and other professional services that are needed by the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The contracts/agreements on the attached list are budgeted for via purchase orders.

Contracts for Approval

Scheduled Board Date 1/15/2015

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Consultants</i>				
California Education & Training Export Consortium	(11095) Consulting services to support and enhance existing international student programs through conducting readiness assessment and identifying international student recruitment opportunities Term: 1/1/2015 - 6/30/2015 Funding Source: General Funds	TESS/SBCCD	\$12,000.00	SSutorus
Santa Clarita CCD	(11102) Provide assistance in coordinating and facilitating PDC conference for ICT & Digital Media faculty; Funded through ICT/Digital Media Grant Term: 12/1/2014 - 6/12/2015 Funding Source: State Grant	PDC/SBCCD	\$10,000.00	SSutorus

SubTotal for Consultants: 2

Legal

Currier & Hudson	(11160) Legal services for personnel matters Term: 12/11/2014 - 6/30/2015 Funding Source: General Funds	Human Resources/SBCCD	\$200,000.00	SSutorus
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<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
Currier & Hudson	(10483) Legal services for personnel matters: Amendment 1 - Change the ending term date from 06/30/2015 to 12/10/2014 as the funds were exhausted Term: 7/1/2014 - 12/10/2014 Funding Source: General Funds	Human Resources/SBCCD	\$200,000.00	SSutorus
<i>SubTotal for Legal: 2</i>				
<i>Professional Services</i>				
Braille Trail Transcribing	(11091) Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee mentoring; funded through Braille state grant Term: 7/1/2014 - 6/30/2015 Funding Source: State Grant	ATPC/SBCCD	\$22,000.00	SSutorus
Bush, Joni	(11046) Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee mentoring; funded through Braille state grant Term: 1/1/2015 - 6/30/2015 Funding Source: State Grant	TESS/SBCCD	\$22,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
Clark-Morin, Linda Marie dba Comprehensive Emergency Mgmt	(11121) Provide Emergency Readiness Assessment services Term: 11/13/2014 - 6/30/2015 Funding Source: General Funds	Police/SBCCD	\$15,750.00	SSutorus
Dupray, Elizabeth	(10586) Crisis intervention oriented psychotherapy sessions: cancelled as of 12/31/2014 these services will now be paid via payroll process Term: 7/1/2014 - 6/30/2015 Funding Source: Student Health Fee	Health Services/CHC	\$19,000.00	SSutorus
Envision Education, LLC.	(11066) Provide assistance in coordinating instruction of leadership; funded through ETP Grant Term: 11/22/2014 - 6/30/2015 Funding Source: State Grant	PDC/SBCCD	\$19,800.00	SSutorus
Higginson Cartozian Architects, Inc	(11139) Provide architectural and engineering services for various small projects at CHC Term: 12/12/2014 - 6/30/2016 Funding Source: Capital Outlay	Administrative Services/CHC	\$75,000.00	SSutorus
Kitchell CEM, Inc	(11164) Program, project and construction management services for campus and District site projects Term: 1/15/2015 - 12/31/2016 Funding Source: Capital Outlay	Facilities Planning/SBCCD	\$750,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
McCallum Group, Inc.	(11093) Provide consulting and legislative advocacy services Term: 1/15/2015 - 12/31/2016 Funding Source: General Funds	Fiscal Services/SBCCD	\$85,200.00	SSutorus
Santa Barbara Institute	(11146) Consulting services related to Business, Fiscal, Facilities and other functions assigned by the District Term: 1/5/2015 - 6/30/2015 Funding Source: General Funds	Business Services/SBCCD	\$75,000.00	SSutorus
<i>SubTotal for Professional Services: 9</i>				
<i>Grand Total Contracts for Board Date 1/15/2015: 13</i>				

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: George Johnson, Bond Program Director, Kitchell/BRj
DATE: January 15, 2015
SUBJECT: Consideration of Approval to Award Bid and Contract to Cal-City Construction, Inc. of Cerritos, California

RECOMMENDATION

It is recommended that the Board of Trustees award bid and contract to Cal-City Construction for the Applied Technology Building project at San Bernardino Valley College in the amount of \$2,174,700. This includes the base contract amount of \$1,977,000.00 as well as any and all change orders up to \$197,700.00, which is 10% of the contract amount, as approved by the Vice Chancellor of Business & Fiscal Services, as set forth in the original contract.

OVERVIEW

This project renovates the existing Applied Technology Building, East Wing, including upgrades to mechanical, electrical and fire sprinkler systems. The building will be brought into compliance with Americans with Disabilities Act requirements and provide updated classroom labs and welding shop space.

ANALYSIS

A public bid opening was conducted on December 12, 2014 and the District received nine bids. The total bid amount includes one alternate construction scenario for a metal shade canopy located in the Welding Yard. The lowest, most responsive three bidders were:

Vendor	Base Bid Including Allowances	Alternate #1	Total Bid
Cal-City Construction, Inc.	\$1,977,000	\$177,000	\$2,154,000
Hamel Contracting, Inc.	\$2,118,403	\$100,000	\$2,218,000
CA Construction	\$2,173,000	\$150,000	\$2,323,000

An analysis of the bids indicates that Cal-City Construction, Inc. is the lowest, most responsive bidder. Although this bid award does not include Alternate #1, the price of this alternate will be guaranteed by the contractor for 30 days after board approval. Should the District decide to move forward with the alternate within the allotted time, an amendment to the contract will be processed.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget for Measure M.



Friday, December 12, 2014
San Bernardino Community College District
San Bernardino Valley College - Applied Technology Renovation Project
Unofficial Results

	Mandatory Pre Bid Attendee Contractors	City	Bid Bond Y/N	Addendas (1 - 3) Noted Y/N	Allowance Included Y/N	Base Bid, including Allowances	Alternate # 1	Total
1	Inland Building Construction Companies, Inc.	San Bernardino	Y	Y	Y	\$2,170,000.00	\$203,000.00	\$2,373,000.00
2	Dalke & Sons Construction, Inc.	Riverside	Y	Y	Y	\$2,188,480.00	\$181,500.00	\$2,369,980.00
3	NKS Mechanical	Anaheim	Y	Y	Y	\$2,422,000.00	\$135,000.00	\$2,557,000.00
4	KEMCORP Construction Inc.	Ontario	Y	Y	Y	\$2,290,000.00	\$175,000.00	\$2,465,000.00
5	Cal-City Construction	Cerritos	Y	Y	Y	\$1,977,000.00	\$177,000.00	\$2,154,000.00
6	Avi-Con, Inc. dba CA Construction	Riverside	Y	Y	Y	\$2,173,000.00	\$150,000.00	\$2,323,000.00
7	Plyco Corp	Norco	Y	Y	Y	\$2,389,000.00	\$208,000.00	\$2,597,000.00
8	Hamel Contracting, Inc.	Murrieta	Y	Y	Y	\$2,118,403.00	\$100,000.00	\$2,218,403.00
9	Harik Construction, Inc.	Glendora	Y	Y	Y	\$2,297,000.00	\$180,000.00	\$2,477,000.00
Lowest Three Proposals								
1	Cal-City Construction	Cerritos	Y	Y	Y	\$1,977,000.00	\$177,000.00	\$2,154,000.00
2	Hamel Contracting, Inc.	Murrieta	Y	Y	Y	\$2,118,403.00	\$100,000.00	\$2,218,403.00
3	Avi-Con, Inc. dba CA Construction	Riverside	Y	Y	Y	\$2,173,000.00	\$150,000.00	\$2,323,000.00



11711 Sand Canyon Road, Yucaipa, CA 92399

(909) 435-4159 - FAX (909) 794-8901

December 18, 2014

Jose F. Torres
 San Bernardino Community College District
 114 South Del Rosa Drive
 San Bernardino, CA 92408

**RE: APPLIED TECHNOLOGY RENOVATION PROJECT
 BID ANALYSIS AND RECOMMENDATION**

Dear Mr. Torres:

Kitchell/BRJ is pleased to provide this analysis of the bid results for the Valley College – Applied Technology Renovation Project.

Bids were accepted until 1:00 PM on December 12, 2014. Upon closing of the bid period, the contractor proposals were opened and publicly read aloud at the San Bernardino Community College District Office, Board Room (PDC 104) located at 114 S. Del Rosa Drive in San Bernardino, CA. Nine (9) plan holders submitted bids for this project. The lowest responsible bidder was determined to be Cal-City Construction, Inc. with a **base bid amount of \$1,977,000.00**, with Additive Alternate 01 amount of **\$177,000**

Bid Analysis

The following items were considered in our bid analysis:

- I. Comparative Pricing
- II. Bond Review
- III. Company History
- IV. Bid Proposal/Form Review
- V. Client Reference Check
- VI. Contractor License Check

I. Comparative Pricing (Base Bid Price)

A.	Low bid	\$ 1,977,000.00
B.	Average bid	\$ 2,147,209.22
C.	High bid	\$ 2,322,000.00
D.	Number of Bidders	Nine (9)

II. Bond Review

- A. Western Surety Company is the surety for Cal-City Construction, Inc. Owen Brown, Richard Adair, William Syrkin, Sergio D Bechara, Margaret Gilmore, Rebecca Haas-Bates, Individually is the agent company authorized to transact the business of insurance in the State of California.
- B. Contractor's License Board: All California contractors are required to file a bond or cash deposit with the State in the amount of \$12,500. The Contractor's Bond No. is 90425 and has been verified to be effective since January 1, 2007, and is currently on file.

III. Company History

Cal-City Construction, Inc. was founded in 1987, and serves in Southern California. Their specialties include General Building/Engineering Contracting and Public Works Contracts. Similar sample projects include:

- Duarte High School – Weight Room, Science Lab, Culinary Arts, Wood Shop Renovation - \$1,420,278.69
- Nogales High School – Campus Library and CTE - \$7,954,062.40

IV. Bid Proposal/Form Review

A.	Contractor’s Proposal Form	No exception taken
B.	License # and Classification	No exception taken
C.	Non-Collusion Affidavit	No exception taken
D.	List of Subcontractors	No exception taken
E.	Statement of Bidder's Qualifications/Questionnaire	No exception taken
F.	Statement of Compliance	No exception taken
G.	Bid Bond	No exception taken

V. Client Reference Check

Client references reviewed and verified.

VI. Contractor License Check

A.	License # and Status:	License # 539265 Current and Active
B.	Type of company:	Corporation
C.	Expiration date:	August 31, 2016
D.	State of Incorporation:	California
E.	Type of license:	A – General Engineering Contractor B – General Building Contractor C-8 – Concrete Contractor HAZ – Hazardous Substance Removal Certification

Based on our bid review and analysis Kitchell/BRj confirms that Cal-City Construction, Inc. is the lowest responsible bidder. We recommend that the SBCCD board accept and award the contract to Cal-City Construction, Inc. for the Valley College Applied Technology Renovation Project.

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

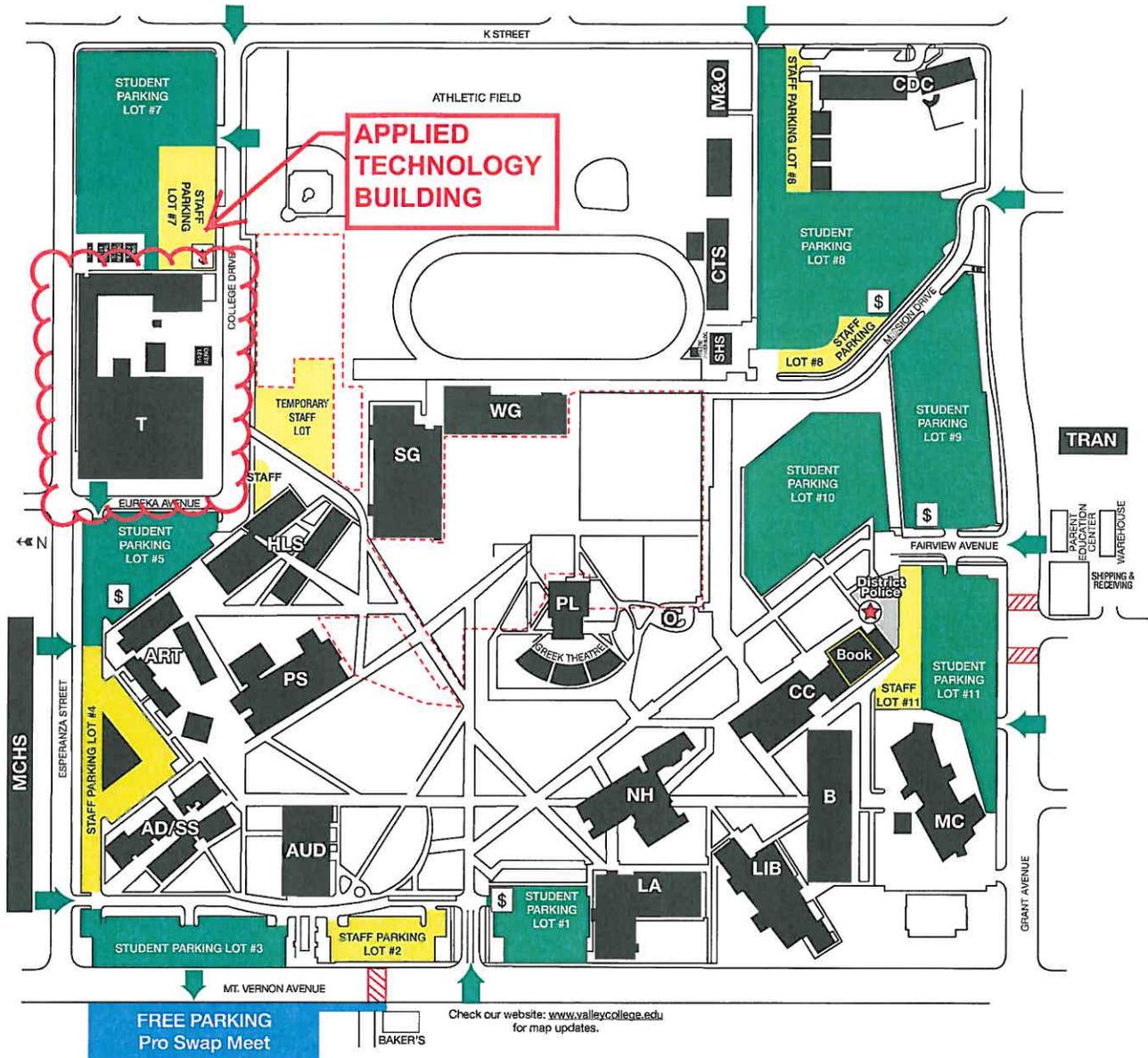
Kitchell/BRj

Sweta Dedania
Project Manager

cc: George Johnson – Kitchell/BRj
Job File

San Bernardino Valley College

701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400



- INDICATES CONSTRUCTION AREAS
- ← ARROWS DESIGNATE STUDENT PARKING LOT ENTRANCES
- \$ INDICATES PARKING PERMIT DISPENSER
- CROSSWALK
- ? INDICATES APPROVED SMOKING AREAS (10)
This is a smoke-free campus - smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)

Building Symbols	
AD/SS.....Administration/Student Services <small>(Note: AD rooms are located in AD/SS)</small>	MC.....Media/Communications
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AUD.....Auditorium	M&O.....Maintenance & Operations
B.....Business	O.....Observatory
BOOK.....Bookstore	PL.....Planetarium
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CTS.....Computer Technology Services	SHS.....Student Health Services
HLS.....Health & Life Science	T.....Technical
LA.....Liberal Arts	TRAN.....Transportation Center
LIB.....Library	WG.....Women's Gym

DISTRICT POLICE
 Campus Center Rm. 100
 (909) 384-4491

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Revised 7-14

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: George Johnson, Bond Program Manager, Kitchell/BRj
DATE: January 15, 2015
SUBJECT: Consideration of Approval to Ratify a Contract with
Three Peaks Corporation of Redlands, California

RECOMMENDATION

It is recommended that the Board of Trustees ratify a contract with Three Peaks Corporation of Redlands, California for the Applied Technology Temporary Utility project at SBVC in the amount of \$14,040.00.

OVERVIEW

Per Public Contract Code 22032(a), Public projects of forty-five thousand dollars (\$45,000) or less may be performed by the employees of a public agency by force account, by negotiated contract, or by purchase order. Per the Award of Contracts section, authority to award a contract is delegated by the Board to the Vice Chancellor of Business & Fiscal Services. Hence, it is at the discretion of the Vice Chancellor to authorize individual contracts, allowing for work to begin. These contracts will then be taken to the Board for ratification.

This scope of work is part of the campus Applied Technology project. The temporary utilities (electrical and compressed air lines) are needed for the staff and classes misplaced by the upcoming Applied Technology Renovation project.

ANALYSIS

Informal bids were solicited through a request for proposal process. The lowest; most responsive was from received bids was Three Peaks Corporation.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2014-15 Measure M budget.

Kitchell/BRj

701 South Mount Vernon San Bernardino, CA 92408

Project Memo

Ph: 909.693-3160

Fax: 909.889.9952

DATE: December 11, 2014

No. VC- 382

TO: Jose F. Torres
Interim Vice Chancellor, Business and Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Sweta Dedania
Project Manager
San Bernardino Valley College (VC)
Kitchell/BRj

RE: San Bernardino Valley College (SBVC) Measure M
Applied Technology - Temporary Utilities Project
Approval of Three Peaks Corporation Contract

SCOPE:

SBCCD approval to engage in a contract for Applied Technology – Temporary Utilities Project scheduled for December 2014.

NARRATIVE:

Kitchell/BRj has utilized a Request for Proposal to bid out the project to install Temporary Utilities for the Applied Technology Building that will include electrical and plumbing upgrades for staff misplaced by the upcoming Applied Technology Renovation. KB determined that the lowest responsible bidder was Three Peaks Corporation.

RECOMMENDATION:

Kitchell/BRj recommends that SBCCD approve the execution of the contract with Three Peaks Corporation to complete the Applied Technology – Temporary Utilities Project for the amount of \$14,040.00.

Budget Information:

Version 20 09/30/2014

PROJECT: 42-50-31-8119-0257-6220.50-7100

Original Project Budget amount:	\$ 5,768,906.00
Spent to Date:	\$ 292,937.07
Project Current Estimate of Complete Costs:	\$ 5,768,906.00
Project Memo Forecast Cost:	\$ 14,040.00
Project Change Amount:	\$ 0.00

Budget Line Item: 6220.50 – Remodel Construction

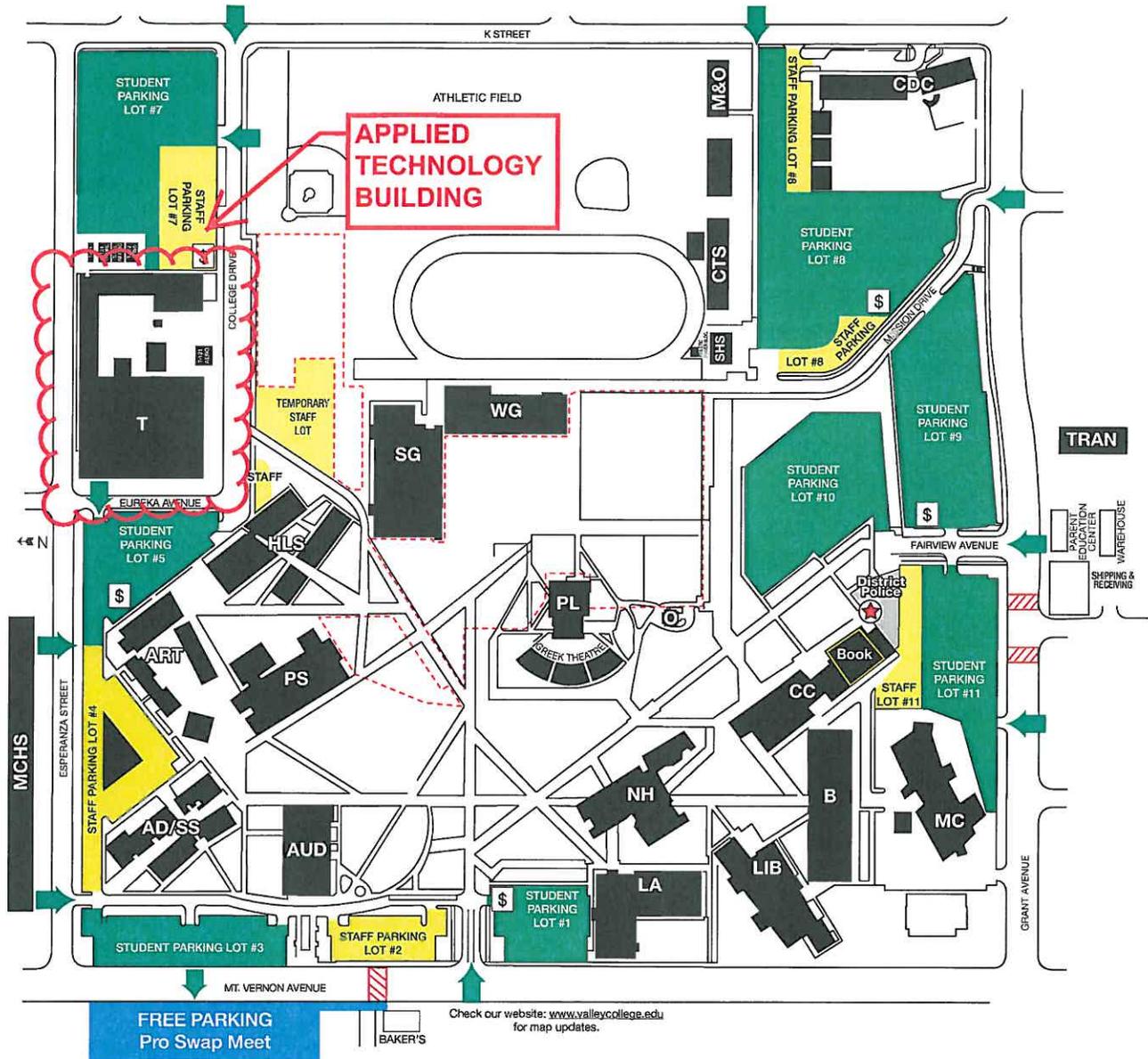
<input checked="" type="radio"/> I concur with this recommendation <input type="radio"/> I do not concur with this recommendation	 George Johnson, Program Manager, KB 12/12/14
<input checked="" type="radio"/> I concur with this recommendation <input type="radio"/> I do not concur with this recommendation	 Scott Stark, Vice President of Administrative Services, San Bernardino Valley College
<input checked="" type="radio"/> I concur with this recommendation <input type="radio"/> I do not concur with this recommendation	 Jose F. Torres, Interim Vice Chancellor Business and Fiscal Services, SBCCD

Attachments: Three Peaks Corporation Proposal, Champion Electric Proposal

Cc: File

San Bernardino Valley College

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Check our website: www.valleycollege.edu for map updates.

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: George Johnson, Bond Program Director, Kitchell/BRj
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Amendment 002 to the
HMC Architects Contract at SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 002 to the HMC Architects contract for the SBVC Applied Technology Building project in the amount of \$57,710.00.

OVERVIEW

On October 10, 2013 the Board of Trustees approved a contract with HMC Architects for design services on the SBVC Applied Technology project. This amendment is for the design of several items not part of the original scope, but later identified as necessary by the SBVC User Group, as well as the Division of the State Architect. The revised project scope includes exterior building signage, security lighting and additional fencing around the welding yard.

ANALYSIS

The effect of this amendment will be an addition of \$57,710.00 to the HMC Architects contract, resulting in a revised contract amount of \$366,610.00. There is no increase in length of contract.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2014-2015 Measure M budget.

**CONSULTANT CONTRACT AMENDMENT FOR ARCHITECTURAL SERVICES
CONTRACT AMENDMENT: 002**

PROJECT: San Bernardino Valley College (SBVC)
701 S. Mount Vernon Avenue
San Bernardino, CA 92410

OWNER: San Bernardino Community College District
114 S. Del Rosa Avenue
San Bernardino, CA 92408

TO: HMC Architects, Inc.
3546 Concoors Street
Ontario, CA 91764

Brief Description:

This contract amendment is for architectural and engineering assessment studies for the Measure M Applied Technology Building Project for San Bernadino Valley College. Additional services to provide Architectural, Electrical, Civil, Landscape, Mechanical/Plumbing and Structural Engineering services associated with security lighting, exterior building identification signage, additional scope due to DSA comments, and temporary utilities to serve classes during construction renovation period.

Attachment:

HMC Architects, Inc. proposal letters dated 03/14/14, 03/24/14, 10/06/14, and 10/24/14

Costs:

\$57,710 = Total of this requested Consultant Contract Amendment: 02

The original Contract Sum	\$283,400.00
Net change by previous Amendments	\$25,500.00
The Contract Sum prior to this Amendment	\$308,900.00
The Contract Sum will be increased by this Amendment	\$57,710.00
The new Contract Sum including this Amendment	\$366,610.00
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes HMC Architects, Inc. to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to HMC Architects, Inc. for architectural services contract with SBCCD.

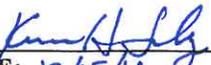
Not valid until signed by all parties. Signature of Consultant indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.

Authorized:

CONSULTANT
HMC Architects, Inc.

PROGRAM MANAGER
Kitchell CEM

OWNER
SBCCD

By: 
DATE: 12/15/14

By: 
DATE: 12/15/14

By: _____
DATE: _____



Kitchell/BRJ

Project Memo

701 South Mount Vernon San Bernardino, CA 92408

Ph: 909.693-3160

Fax: 909.889.9952

No. VC- 380

DATE: December 08, 2014

TO: Jose F. Torres
Interim Vice Chancellor, Business and Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Sweta Dedania *HJD*
Project Manager
San Bernardino Valley College (VC)
Kitchell/BRJ

RE: San Bernardino Valley College (SBVC) Measure M
Applied Technology
HMC Architects Amendment 02

SCOPE:

Provide additional services for the San Bernardino Valley Applied Technology project.

NARRATIVE:

This contract amendment is for design and construction on the Measure M Applied Technology Project for San Bernardino Valley College. Additional services to provide Architectural, Electrical, Civil, Landscape, Mechanical/Plumbing and Structural Engineering services associated with security lighting, exterior building identification signage, additional scope due to DSA comments, and temporary utilities to serve classes during construction renovation period.

With your concurrence with this recommendation HMC Architecture Amendment No. 02 will be presented to the SBCCD board at the upcoming January 15, 2015 board meeting.

RECOMMENDATION:

Kitchell/BRJ recommends that SBCCD approve the increased scope for the Applied Technology Building Project.

Budget Information:

Version 20 09/30/2014

PROJECT: 42-50-31-8119-0257-6220.10-7100

Original Project Budget amount:	\$ 5,768,906.00
Spent to Date:	\$ 292,937.07
Project Current Estimate of Complete Costs:	\$ 5,768,906.00
Project Memo Forecast Cost:	\$ 57,710.00
Project Change Amount:	\$ 0.00

Budget Line Item: 6220.10 – Architectural Fees

<input checked="" type="checkbox"/> I concur with this recommendation	<i>George Johnson</i> 12/10/14 George Johnson, Program Manager, KB
<input type="checkbox"/> I do not concur with this recommendation	
<input checked="" type="checkbox"/> I concur with this recommendation	<i>Scott Stark</i> 12.10.14 Scott Stark, Vice President of Administrative Services, San Bernardino Valley College
<input type="checkbox"/> I do not concur with this recommendation	
<input checked="" type="checkbox"/> I concur with this recommendation	<i>Jose F. Torres</i> Jose F. Torres, Interim Vice Chancellor Business and Fiscal Services, SBCCD
<input type="checkbox"/> I do not concur with this recommendation	

Page 1 of 2

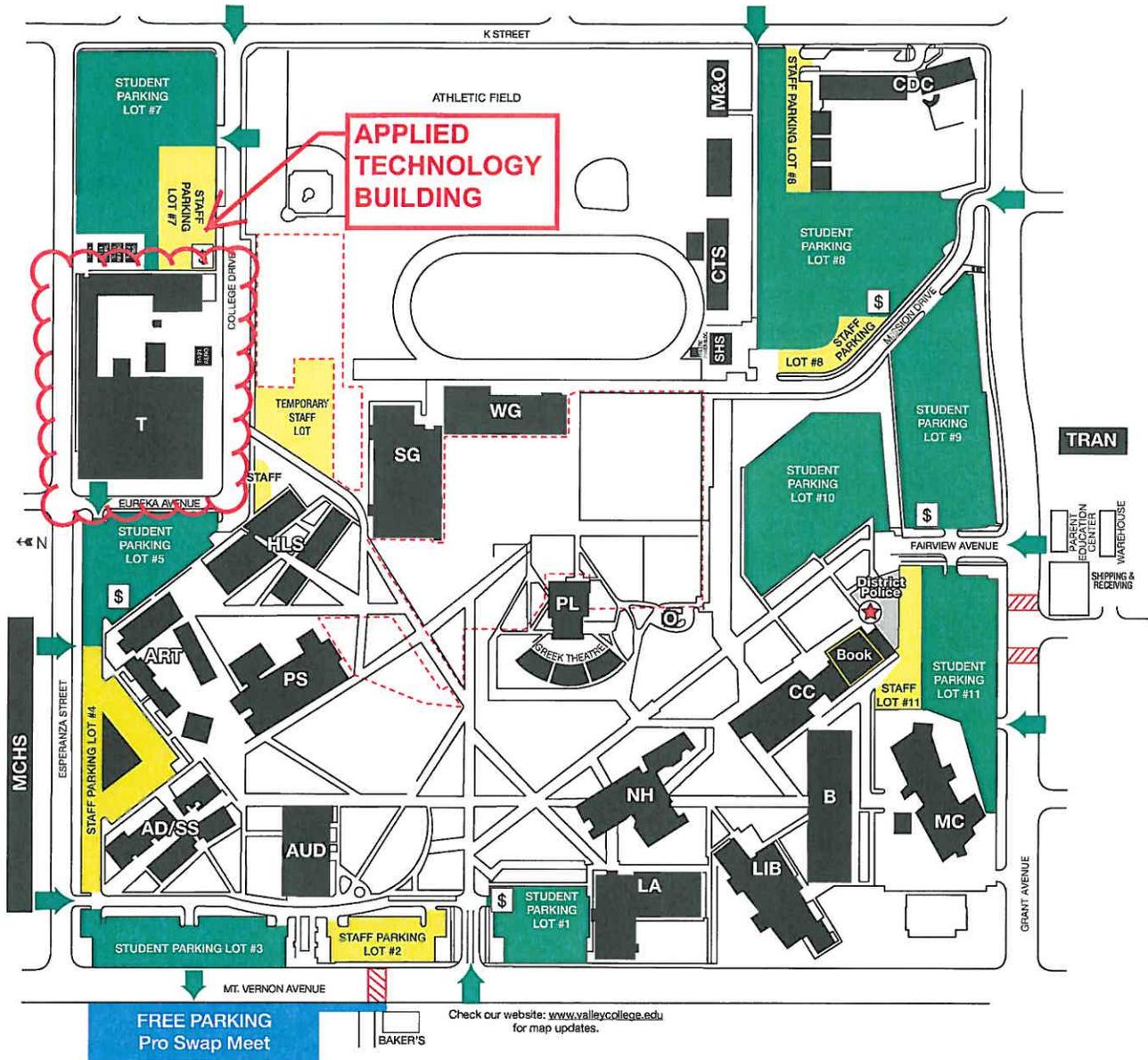
Attachments: HMC Add Services dated 03/14/14, 03/24/14, 10/06/14 and 10/24/14

Cc: George Johnson; Hussain Agah – Kitchell/BRj
Brad Glassick – HMC Architect

File

San Bernardino Valley College

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Check our website: www.valleycollege.edu for map updates.

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: George Johnson, Bond Program Director, Kitchell/BRj
DATE: January 15, 2015
SUBJECT: Consideration of Approval of Measure M Construction Change Orders and Contract Amendments

RECOMMENDATION

It is recommended that the Board of Trustees approve the following change orders and contract amendments. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

San Bernardino Valley College – Landscape around ADSS Building						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Three Peaks Corp.	CO-01	29,130	0	-5,000	24,130	-17.16

OVERVIEW

Construction change orders may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability. California Public Contract Code 20118.4 establishes a guideline that limits construction contract change orders to 10% of the base contract amount.

A construction contract is amended when there is a change in the scope of work due to unforeseen conditions that must be corrected in order for work to proceed. Amendments alter the base contract amount and are not limited to the 10% guideline.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

ANALYSIS

Construction contract amendments and change orders submitted with this board item total -\$5,000.00 which is -0.033% of the total Measure M construction contracts of \$160,615,555.45

The total of all Measure M amendments and change orders, including those submitted this month, increases the Measure M construction contracts by \$3,321,310.93. The new overall

Measure M change order percentage is 2.07%. The construction projects remain within the approved budget.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Measure M budget.



Bond Measure M Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: Three Peaks Corporation Amount \$ (5,000.00)

Campus: San Bernardino Valley College Project: Applied Technology - Fencing around Welding Yard

This Change is a(n):

- | | |
|--|--|
| <input type="checkbox"/> Amendment (not subject to 10% limitation) | <input checked="" type="checkbox"/> Change Order (subject to 10% limitation) |
| <input type="checkbox"/> Unforeseen Conditions | <input type="checkbox"/> Design Omission |
| <input type="checkbox"/> Campus Recommended | <input type="checkbox"/> Contractor Recommended |
| <input type="checkbox"/> Contractor Transfer (no cost to District) | <input type="checkbox"/> Design Conflict |
| | <input type="checkbox"/> Agency Required |
| | <input checked="" type="checkbox"/> Other, Construction Manager Generated |

Explanation of Change: Balance of unused project allowance

Accountability

This Change was part of the original design scope: Credit given for unused allowance.

- The cost of this change has been validated and is the best possible price available to the District.
- This change has been reviewed and is necessary to the completion this project.

Impact

Original contract was Board approved on <u>09/02/14</u> in the amount of	\$	<u>29,130.00</u>
Total Board approved amendments to date	\$	<u>-</u>
Requested amendment amount		<u>-</u>
<input type="checkbox"/> This request is an amendment and results in a revised contract amount of (Note: This revised contract amount basis for 10% rule)	\$	<u>29,130.00</u>
Total Board approved change orders to date	\$	<u>-</u>
Requested Change Order amount	\$	<u>(5,000.00)</u>
<input checked="" type="checkbox"/> This request is a change order and results in a revised contract amount of	\$	<u>24,130.00</u>
This change order is subject to the 10% rule. It results in a <u>-17.16%</u> change to the contract		
The cumulative amount of change orders for this contract equals <u>-17.16%</u> of the contract amount.		<u>(5,000.00)</u>

TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS	<u>24,130.00</u>
--	-------------------------

Signatures

Bond Program Director: George Johnson 12/16/14
(Signature) (Date)



Kitchell/BRj

Project Memo

701 South Mount Vernon San Bernardino, CA 92408

Ph: 909.693-3160 Fax: 909.889.9952

No. VC- 379

DATE: December 08, 2014

TO: Jose F. Torres
Interim Vice Chancellor, Business and Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Sweta Dedania *SW*
Project Manager
San Bernardino Valley College (VC)
Kitchell/BRj

RE: San Bernardino Valley College (SBVC) Measure M
AT - Fencing around Welding Yard
Three Peaks Change Order 01

SCOPE:

Three Peaks Corporation Change Order 01 includes the following items:

ITEM 1.1:

Description: Credit of unused funds under Allowance 01 - Additional concrete flatwork repair and replacement to conform with ADA accessibility upgrades

Code: L-2 - Contract Administrative Issue

Amount: \$(5,000.00)

NARRATIVE:

In summary, this change order includes additional scope of work for the general contractor generated from the following: contract administrative issue. For a further detailed description of each item associated with this change order see attached back-up.

RECOMMENDATION:

Kitchell/BRj recommends that SBCCD approve Three Peaks Corporation Change Order 01 in the amount of (\$5,000) and zero (0) additional calendar days. We believe that the cost and schedule impact associated with the above described change in scope of work are reasonable and in agreement with construction industry practices.

With your concurrence with this recommendation Three Peaks Corporation Change Order 01 will be presented to the SBCCD board at the upcoming January 2015 board meeting.

Budget Information:

Version 20 09/30/2014

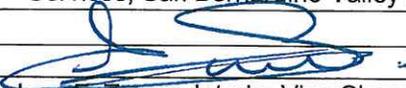
PROJECT: 42-50-31-8119-0257-6220.50-7100

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Spent to Date:	\$ 292,937.07
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Project Memo Forecast Cost:	\$ (5,000.00)
Project Change Amount:	\$ 0.00

Budget Line Item: 6120.502

<input checked="" type="radio"/> I concur with this recommendation <input type="radio"/> I do not concur with this recommendation	 George Johnson, Program Manager, KB
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Page 1 of 2


<input checked="" type="radio"/> I concur with this recommendation <input type="radio"/> I do not concur with this recommendation	 Scott Stark, Vice President of Administrative Services, San Bernardino Valley College
<input checked="" type="radio"/> I concur with this recommendation <input type="radio"/> I do not concur with this recommendation	 Jose F. Torres, Interim Vice Chancellor Business and Fiscal Services, SBCCD

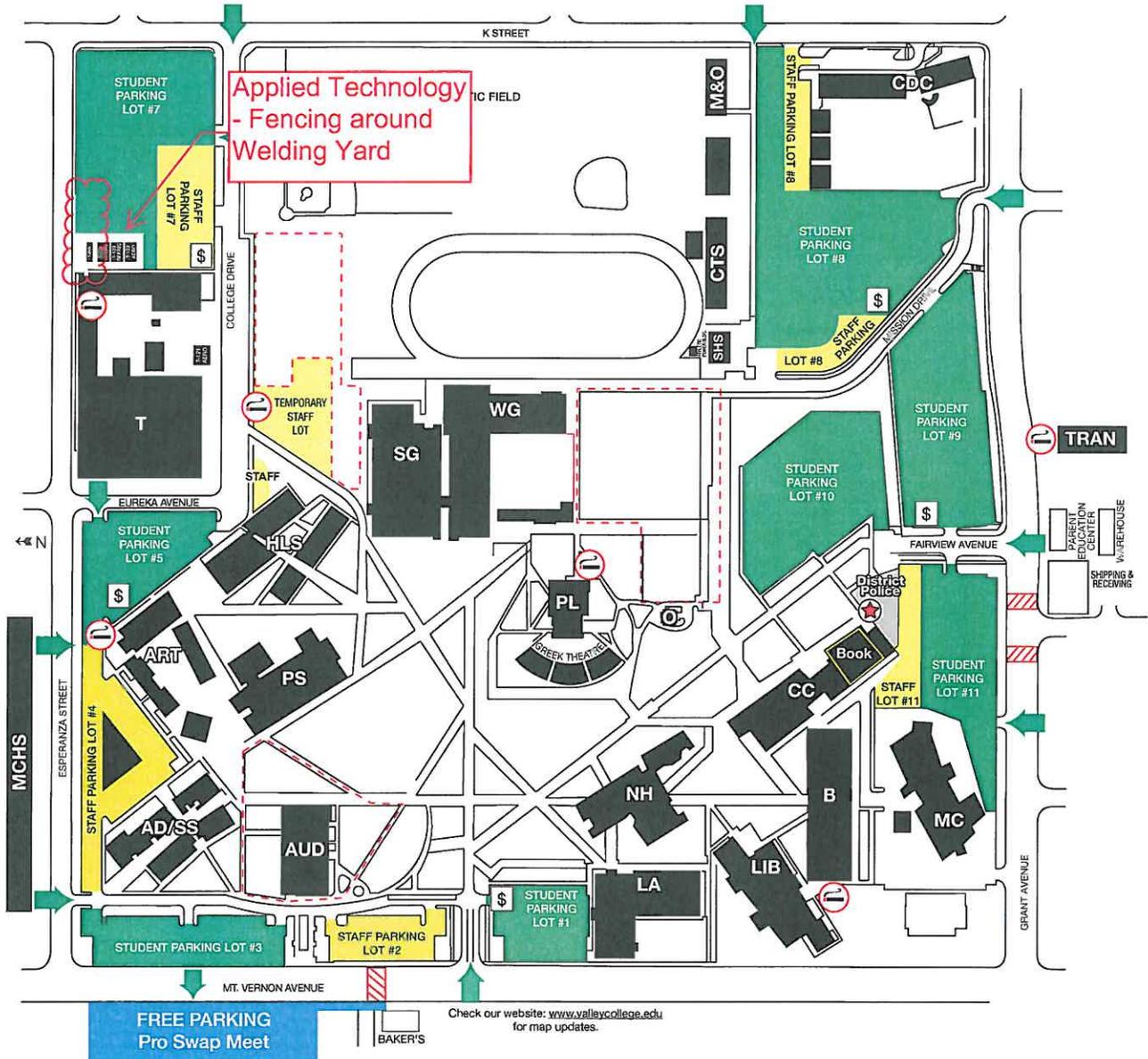
Attachments: Three Peaks Corporation Change Order 01 Details/Backup

Cc: George Johnson; Hussain Agah – Kitchell/BRj
 Brad Glassick – HMC Architect

File

San Bernardino Valley College

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Revised 4-14

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Dr. Matthew Isaac, Executive Director, EDCT

DATE: January 15, 2015

SUBJECT: Consideration of Approval of the proposed budgets for the Economic Development and Corporate Training Foundation (EDCT Foundation) for fiscal years 2014-15 (4 months) and 2015-16.

RECOMMENDATION

It is recommended that the SBCCD Board of Trustees approve the operating budget proposed for the Economic Development and Corporate Training Foundation (EDCT Foundation) for fiscal year 2014-15 (4 months) and 2015-16.

OVERVIEW

The Board of Directors of the EDCT Foundation voted to recommend the attached budget for funding by the SBCCD Board of Trustees at its meeting held on January 6, 2015. These funds will be used for the direct costs of resources development including grant writing and fundraising activities in line with other foundations at the District.

ANALYSIS

Approval of the operating budgets is necessary for the formation and the on-going resource and grant development efforts necessary for the sustainability of the Foundation during the fiscal years 2014 – 16.

BOARD IMPERATIVE

II. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Will be included in the 2014-15 and 2015-16 budgets respectively.

Economic Development and Corporate Training Foundation (EDCT Foundation)

***Budget Narrative (Justification)**

Director, Resource Development and Grants

EDCT Foundation is proposing to hire a full-time Manager at Range 16 effective July 1, 2015. The Director will be responsible for the development and management of grants and resources and the coordination of all development efforts of the Foundation. The \$24,000 allocated under Object Code 2100.00 is to hire an Interim Director while the search for a full-time Director is underway from March 1, 2015 to June 30, 2015.

Benefits

The \$8,000 allocated under this Object Code is to cover PERS, FICA, Medical, Medicare, SUI and Workers Compensation of the Interim manager.

Supplies and Printing

The \$800 allocated under Object Code 4500.00 and the \$1,500 under Object Code 4551.00 will be used for supplies and printing brochures and other materials necessary for promoting the Foundation.

Other Operating Expenses and Services

The \$10,000 allocated under Object Code 5113.00 will be necessary to design and launch a Website for the Foundation and for some basic legal services; \$2,600 under Object Code 5200.00 is for reimbursing the manager for one professional conference attendance and to cover some basic refreshments for events; \$200 under Object Code 5208.00 is to cover the Mobile Phone allowance of the Manager for four months at the rate of \$50 per month; \$800 allocated under Object Code 5210.00 is for Personal Mileage for the manager for four months at an estimated rate of \$200 per month; \$700 indicated under Object Code 5350.00 is for mailing out information to prospective donors, other sources of opportunities, and for mailing out grant applications; \$200 allocated under Object Code 5620.00 is for the purpose of purchasing a Web Address for the Foundation and for other related expenses; \$3,000 allocated under Object Code 5809.00 is for covering the expenses of fund-raising efforts and for hosting major events for potential benefactors and donors, designing a logo/seal for the Foundation, and for any other contingencies related to resource development efforts; and, \$9,000 allocated under Object Code 5830.00 is for purchasing a basic database/software for prospecting donors and private foundation grant opportunities.

Date	Location	Responsibility Center Manager	President
1/8/2015	District/EDCT Foundation	Lawrence Strong, Treasurer	Matthew Isaac, CEO, EDCT Found.

ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
------	------	------	---------	--------	--------	------	--------------	----------------

INCOME

01	50	03	8115		8890.00		Other Local Revenues	60,800.00

EXPENSE

01	50	03	8115		2100.00		Classified Manager--Non-instructional	\$24,000.00
01	50	03	8115		3000.00		Benefits	\$8,000.00
01	50	03	8115		4500.00		Non-instructional Supplies	\$800.00
01	50	03	8115		4551.00		Printing	\$1,500.00
01	50	03	8115		5113.00		Consultant and Other Services	\$10,000.00
01	50	03	8115		5200.00		Travel/Conference/Refreshments	\$2,600.00
01	50	03	8115		5208.00		Cell Phone Allowance	\$200.00
01	50	03	8115		5210.00		Personal Mileage	\$800.00
01	50	03	8115		5350.00		Postage	\$700.00
01	50	03	8115		5620.00		Leases and Software Licensing	\$200.00
01	50	03	8115		5809.00		Other Expenses and Fees	\$3,000.00
01	50	03	8115		5830.00		Software/On-site/Internet Services	\$9,000.00
							Total	60,800.00

JUSTIFICATION

Operating Budget for Fiscal Year 2014-15 from March 1, 2015 to June 30, 2015 (4 months) for the newly created Economic Development and Corporate Training (EDCT) Foundation (Please see attached page for additional justifications of the Budget Summary).*

Fiscal Services		Board Action Date
Batch Transfer Number/Reference #	Posted By:	Date:

Economic Development and Corporate Training Foundation (EDCT Foundation)
***Budget Narrative (Justification)**

Director, Resource Development and Grants

EDCT Foundation is proposing to hire a full-time Manager effective July 1, 2015, who will be responsible for the development of grants and resources and the coordination of all development efforts of the Foundation. This support to hire a full-time manager is critical for raising funds and the generation of revenues to position the Foundation to become fully self-supporting. We are proposing to hire a Director of Resource Development and Grants at Range 16 for a salary of \$98,447.

Non-student Hourly: The \$15,000 allocated is to hire a non-student hourly part-time employee who will provide 15 hours of assistance per week to the Director.

Benefits: The \$37,000 allocated under this Object Code is to cover PERS, FICA, Medical, Medicare, SUI and Workers Compensation of the full-time manager and 2.8% benefits of the hourly employee.

Supplies and Printing: The \$1000 allocated under Object Code 4500.00 and the \$1,500 under Object Code 4551.00 will be used for supplies and printing program information and other materials necessary for promoting events and for purposes of marketing.

Other Operating Expenses and Services: The \$15,000 allocated under Object Code 5113.00 will be necessary to hire specialized consultants to develop and implement revenue generating projects and to pay for basic legal services; \$5,453 under Object Code 5200.00 is for reimbursing the manager for one professional conference attendance and to cover some basic refreshments for fund-raising efforts and events; \$600 under Object Code 5208.00 is to cover the Mobile Phone allowance of the Manager for 12 months at the rate of \$50 per month; \$2,500 allocated under Object Code 5210.00 is for Personal Mileage for the manager for 12 months at an estimated rate of \$208 per month; \$1,000 indicated under Object Code 5350.00 is for mailing out information to prospective donors, other sources of opportunities, and for mailing out grant applications; \$2000 allocated under Object Code 5620.00 is for the purpose of software licenses and for renewing the Web Address for the Foundation and for other related expenses; \$16,000 allocated under Object Code 5809.00 is for covering the expenses of fund-raising and revenue generating projects and events and for any other contingencies related to resource development efforts; and, \$3,000 allocated under Object Code 5830.00 is for upgrading database/software acquired during the 2015 fiscal year.

Computer/IT Equipment: The \$1,500 allocated under Object Code 6420.00 is to acquire a new computer and a printer for the full-time manager.

Date	Location	Responsibility Center Manager	President
1/8/2015	District/EDCT Foundation	Lawrence Strong, Treasurer	Matthew Isaac, CEO, EDCT Found.

ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
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INCOME

01	50	03	8115		8890.00		Other Local Revenues	200,000.00

EXPENSE

01	50	03	8115		2100.00		Classified Manager--Non-instructional	\$98,447.00
01	50	03	8115		2381.00		Non-student Hourly	\$15,000.00
01	50	03	8115		3000.00		Benefits	\$37,000.00
01	50	03	8115		4500.00		Non-instructional Supplies	\$1,000.00
01	50	03	8115		4551.00		Printing	\$1,500.00
01	50	03	8115		5113.00		Consultant and Other Services	\$15,000.00
01	50	03	8115		5200.00		Travel/Conference/Refreshments	\$5,453.00
01	50	03	8115		5208.00		Cell Phone Allowance	\$600.00
01	50	03	8115		5210.00		Personal Mileage	\$2,500.00
01	50	03	8115		5350.00		Postage	\$1,000.00
01	50	03	8115		5620.00		Leases and Software Licensing	\$2,000.00
01	50	03	8115		5809.00		Other Expenses and Fees	\$16,000.00
01	50	03	8115		5830.00		Software/On-site/Internet Services	\$3,000.00
01	50	03	8115		6420.00		Computer/IT Equipment	\$1,500.00
							Total	200,000.00

JUSTIFICATION

Operating Budget for Fiscal Year 2015-16 for the newly created Economic Development and Corporate Training (EDCT) Foundation (Please see attached page for additional justifications of the Budget Summary).*

Fiscal Services		Board Action Date

Batch Transfer Number/Reference #	Posted By:	Date:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Cheryl A. Marshall, President, CHC
PREPARED BY: Cheryl A. Marshall, President, CHC
DATE: January 15, 2015
SUBJECT: Advancement in Rank - CHC

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

In accordance with the CHC Advancement in Rank Policy, the faculty members listed on the attached memo have received advancement in rank.

ANALYSIS

BOARD IMPERATIVE

FINANCIAL IMPLICATIONS

None.

CRAFTON HILLS COLLEGE

MEMORANDUM

TO: CHC Faculty & Staff

FROM: Cheryl A. Marshall
President

DATE: January 15, 2015

SUBJECT: ADVANCEMENT IN RANK

It is a pleasure to announce the following advancement in academic rank:

PROFESSOR

Jessica McCambly

The entire college community extends its sincere congratulations for having received this honor.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: January 15, 2015
SUBJECT: Applause Cards

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance:

ANALYSIS

The *Caring Hands* Applause Card was developed so that employees, students, visitors and vendors would have the opportunity to recognize someone at SBCCD who provides outstanding quality and service.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Caring Hands Applause Cards – January 2015

The *Caring Hands* Applause Card was developed so that employees, students, visitors and vendors would have the opportunity to recognize someone at SBCCD who provides outstanding quality and service.

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance:

DISTRICT

Baron, Bruce Chancellor's Office	<i>"We would like to thank Bruce for helping Crafton out when they needed help with the budget."</i>	Bryan Reece
BeDell, Susann Human Resources	<i>"Thank you for all your help and guidance on submitting board items. We have a great team and I appreciate all your hard work!"</i>	Cyndie St. Jean
Bradley, Cristina EDCT	<i>"Cristina staffed the registration table at the CyberSecurity Careers in the 21st Century event. Giving of her time and talents, helped make the event a success!"</i>	Alan Braggins
Brady, Jason Administrative Applications	<i>"Thank you for always offering your assistance. Your hard work is always much appreciated!"</i>	Corrina Baber
Brady, Jason Administrative Applications	<i>"Jason has rendered outstanding service in helping SBVC Marketing launch website photo albums, a first for our campus."</i>	Greg Zerovnik
Brady, Jason Administrative Applications	<i>"For your extra assistance with publishing website documents and links. You are so helpful, patient, and quick to respond to our needs!"</i>	Stacey Nikac
Braggins, Alan EDCT	<i>"Thank you for planning and organizing an almost sold out Cyber Security Careers Conference! Outstanding job!"</i>	Dr. Matthew Isaac
Davis, Angela Purchasing	<i>"For being so friendly and helpful with all of our purchasing transactions. You are a pleasure to work with!"</i>	Stacey Nikac
Goodrich, Kelly Fiscal Services	<i>"Thank you for your help and expertise and always helping us when asked. We have a great team and I appreciate all your hard work!"</i>	Cyndie St. Jean
Hannon, Carol Administrative Applications	<i>"Thank you, Carol, for providing training on the newly rolled out requisites requirements. Your assistance is appreciated!"</i>	Corrina Baber
Jones, Chris Printing Services	<i>"Chris is always willing to go the extra mile every time I have questions. He is so patient and very very nice. He has excellent customer service."</i>	Raina Okray

Krehbiel, Deanna EDCT	<i>"Thank you, Deanna, for nurturing great partnerships with regional companies and developing and delivering customized training solutions to meet their needs."</i>	Dr. Matthew Isaac
Krehbiel, Deanna EDCT	<i>"Deanna helped out at the CyberSecurity Careers in the 21st Century event. Giving of her time and talents, helped make the event a success!"</i>	Alan Braggins
Kuck, Glen Administrative Applications	<i>"Glen has been very helpful in assisting with updating Datatel to improve the processing times with financial aid."</i>	Ricky Shabazz
Levesque, Robert EDCT	<i>"Thank you, Robert, for your outstanding work in winning the ETP Contract from the State of California and the TAAACCT Grant from the US DOL."</i>	Dr. Matthew Isaac
Lopez, Rosa Custodial Services	<i>"Thank you for your help with the Chancellor's Holiday Party!"</i>	Stacey Nikac
Moore, Alisa Marketing/PR	<i>"Thank you, Alisa, for your outstanding efforts in developing several great Press Releases on behalf of EDCT! Appreciate your editorial work for our Newsletters too!"</i>	Dr. Matthew Isaac
Nikac, Stacey Chancellor's Office	<i>"Thank you for all your help and guidance on submitting board items - even at the last minute! We have a great team and I appreciate all your hard work!"</i>	Cyndie St. Jean
Oberhelman, Jason Purchasing	<i>"For always making yourself available to assist with all of our purchasing transactions. Thank you!"</i>	Stacey Nikac
Piggott, Gloria Printing Services	<i>"Thank you for the many designs and re-designs! I appreciate everything you do for us!"</i>	Stacey Nikac
Rios, Julio Human Resources	<i>"Thank you for always lending a helping hand with a smile! You go over and above without hesitation and I appreciate it!"</i>	Stacey Nikac
Ross, Yecenia EDCT	<i>"Yecenia Ross is always willing to assist! Her assistance in advancing the California Manufacturing Technology Consulting (CMTC) project is greatly appreciated!"</i>	Dr. Matthew Isaac
Ross, Yecenia EDCT	<i>"Yecenia coordinated preparation for the CyberSecurity Careers in the 21st Century event. The use of her talents and ideas helped to make the event a success!"</i>	Alan Braggins
Sanchez, Julia Human Resources	<i>"Julia has been very helpful with recruiting and hiring staff in student services."</i>	Ricky Shabazz

Strong, Lawrence Fiscal Services	<i>"Larry, thank you for coordinating the tax filing for the Economic Development and Corporate Training Foundation! Your timely assistance is greatly appreciated!"</i>	Dr. Matthew Isaac
Sysawang, Stacy EDCT	<i>"Thank you for your help with the Chancellor's Holiday Party!"</i>	Stacey Nikac
Sysawang, Stacy EDCT	<i>"Stacy, your assistance in reporting Employment Training Panel project data is greatly appreciated! Thank you!"</i>	Dr. Matthew Isaac
Underwood, Bruce EDCT	<i>"I greatly appreciate your efforts in developing the grant proposal and winning the mini-grant from the State Chancellor's Small Business Initiative. Great job!"</i>	Dr. Matthew Isaac
Walter, DyAnn Administrative Applications	<i>"Thank you for providing excellent training on the new requisites requirements and always making yourself readily available. Your hard work is much appreciated!"</i>	Corrina Baber
Walter, DyAnn Administrative Applications	<i>"Thank you for your help gaining access to Alumni records. I truly appreciate your knowledge and expertise."</i>	Michelle Riggs
Zinn, Wendy EDCT	<i>"Thank you, Wendy, for your outstanding efforts in winning the grant from the Regional Healthcare Initiative to offer successfully the Personal Care Aide program."</i>	Dr. Matthew Isaac
CHC		
Alder, Mike Fire Technology	<i>"He has had a challenging and fruitful first semester. His work on the program review and CSFM Self-Assessment has been excellent."</i>	June Yamamoto
Aljerese, Noor Assessment/Testing Center	<i>"For going above and beyond during the Fall 2014 Semester."</i>	Anonymous
Arias, Eliana Assessment/Testing Center	<i>"For going above and beyond during the Fall 2014 Semester."</i>	Anonymous
Barra, Vicki Student Services	<i>"Vicky did an excellent job converting the Spring schedule in PDF. Thanks for helping out the Instruction Office."</i>	Bryan Reece
Castro, Yvette Assessment/Testing Center	<i>"For going above and beyond during the Fall 2014 Semester."</i>	Anonymous
Chavira, Rejoice EOPS	<i>"Rejoice has advocated for EOPS students who are taking art classes by working to ensure that course supplies for studio classes are supported."</i>	Jessica McCambly

Gimple, Tina Administrative Services	<i>"Tina is the Budget Guru! Thank you for helping me navigate Financial 2000. You are so patient with me and I truly appreciate your help with my budget!"</i>	Michelle Riggs
Hogrefe, Rick Arts and Sciences	<i>"Thank you Rick for your genuine concern to help students transfer by sharing your time and expertise with me in writing curriculum."</i>	Mariana Moreno
Holt, Kelly Custodial	<i>"Kelly did an excellent job of working with faculty when a final was double booked in the same room. He helped the faculty to find the resources needed and find an alternate solution. Great Job!"</i>	Keith Wurtz
Jimenez, Liane Health and Wellness	<i>"Thank you for being a health advocate for my student when she needed it most."</i>	Jessica McCambly
Papas, Constantine English	<i>"Dean is doing a great job in his role of Professional Development. We are glad to have him on our team."</i>	Bryan Reece
Patton, Randall Library	<i>"Randy did an excellent job of working with faculty when a final was double booked in the same room. He calmly worked with faculty, students, and staff to find an alternative. Great job!"</i>	Keith Wurtz
Sandy, Hannah Health and Wellness	<i>"Thank you for being a health advocate for my student when she needed it most."</i>	Jessica McCambly
Snowwhite, Mark Office of Instruction	<i>"Mark has demonstrated excellent leadership skills with managing the Library while finding the delicate balance between sensitivity and a firm hand."</i>	Bryan Reece
St. Jean, Cyndie President's Office	<i>"Cyndie was quite patient and very helpful in getting an e-mail sent for me to all Faculty and Staff."</i>	Evan Sternard
Swanson, Bill English	<i>"He goes above and beyond helping his students improve their writing skills."</i>	Anonymous
Sheldon, Patrick DSPS	<i>"Patrick always has a positive attitude, no question is too small and he does so with such a positive attitude and smile on his face."</i>	Anonymous
Sullivan, Dan Fire Technology	<i>"Dan assisted part-time faculty in completing their course student learning objectives."</i>	June Yamamoto
Wurtz, Keith Institutional Effectiveness, Research and Planning	<i>"In minutes, Keith cleaned up a messy database addresss column for me that would have taken hours for me to do manually. Thank you for your help!"</i>	Michelle Riggs

Wurtz, Keith Institutional Effectiveness, Research and Planning	<i>"Creating a work environment that is fun, productive, team-centered, and focused on raising everyone to their highest potential. I enjoy coming to work every day."</i>	Ben Gamboa
Zuniga, Ruby Institutional Effectiveness, Research and Planning	<i>"Providing exemplary support and leadership in our team, helping student workers succeed in their personal and professional lives, an being an all-around great person."</i>	Ben Gamboa
<u>SBVC</u>		
Alvarez, Jose Grounds	<i>"For his participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Bender, Robyn Administrative Services	<i>"For her participation with the opportunity ticket sells of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds toward SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Blackwell, Shari Office of the VP of Student Services	<i>"For her participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Blackwell, Shari VPSS Office	<i>"Thank you for organizing the Student Services Holiday Party and everything you do for the campus."</i>	Dr. Ricky Shabazz
Candelaria, Bridget Office of Instruction	<i>"For her participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Conley, Johnny First Year Experience	<i>"For your assistance with the Financial Aid Student Forum."</i>	Dr. Ricky Shabazz
Cota, Marco Counseling	<i>"For assisting with the Financial Aid Student Forum."</i>	Dr. Ricky Shabazz
Crofer, Michelle DSP&S	<i>"Facilitating first day of final exams with style and finesse in a difficult situation!!"</i>	Laurie Sullivan
Dale Carter, April Admissions & Records	<i>"For your help with the Financial Aid Student Forum."</i>	Dr. Ricky Shabazz
Dale Carter, April Admissions & Records	<i>"April assisted the VRC in identifying an artist to complete the mural project. After many challenging attempts she finally found someone to complete the mural."</i>	Dr. Ricky Shabazz

Dekoekkoek, Laurens Grounds	<i>"For his participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Donnhouser, Mark STEM	<i>"For assisting with the HACU visit and meeting"</i>	Dr. Ricky Shabazz
Flaa, Jonathan Campus Technology Services	<i>"For his participation in the coordination of the audio visual portion of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Flaa, Jonathan Campus Technology Services	<i>"Jonathan is very friendly and nice. He always had a smile on his face when he was helping me. I had a computer problem that took a couple of days to fix and he fixed it. He provided GREAT CUSTOMER SERVICE."</i>	Raina Okray
Gallagher, Amber Financial Aid	<i>"For assisting with the Financial Aid Student Forum."</i>	Dr. Ricky Shabazz
Gallagher, Debby Office of the President	<i>"Without going into details, she acknowledged a concern I had and fixed it so fast I could not believe it."</i>	Dr. JD Dulgeroff
Gallagher, Debby Office of the President	<i>"For her excellent coordination in planning and putting together the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Gallagher, Debby Office of the President	<i>"Thank you for always being there to answer questions, provide guidance and expertise. You have helped in so many ways and always go above and beyond. Your professionalism and integrity are stellar!"</i>	Cyndie St. Jean
Garcia, Stacy Office of the President	<i>"For her assistance in the coordination and planning of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook."</i>	Dr. Gloria Fisher
Gilbert, Dr. Jeremiah Mathematics	<i>"For his entertaining participating in the emceeding of the gift basket opportunity drawing for the President's Holiday Gathering and Gift Basket Extravaganza which raised funds towards student textbook scholarships."</i>	Dr. Gloria Fisher
Gordin, Ron Grounds	<i>"For his participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Gowen, Laura Foundation Office	<i>"For her participation with the opportunity ticket sells of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds toward SBVC student textbook scholarships."</i>	Dr. Gloria Fisher

Gutierrez, Albert Custodial Services	<i>"For his participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Halim, Roslin Administrative Services	<i>"For her participation with the opportunity ticket sells of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds toward SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Kafela, Kathy Transfer/Career Center	<i>"For assisting with articulation and Tumaini while we look to hire additional staff"</i>	Dr. Ricky Shabazz
Kracher, Gloria Custodial Services	<i>"For his participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Laughlin, Larry Maintenance & Operation	<i>"For his participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Lee, Yvette English	<i>"I would like to recognize Yvette for the inordinate amount of time and attention she devotes to the Arts, Lecture and Diversity Committee."</i>	Dr. Ricky Shabazz
Luke, Dr. Craig Valley Bound	<i>"He's very caring about every student. Always has our best interest in mind. Very helpful."</i>	Eduardo, Student
Luke, Dr. Craig Student Development	<i>"There is never a day when Dr. Luke doesn't go out of his way to provide an excellent learning and fun environment. He has something new to teach us every class and goes beyond just teaching. He is simply THE BEST!!"</i>	Isaiah Cisneros
Luke, Dr. Craig Valleybound	<i>"Great professor, always there when needed and doesn't give up on his students and only wants the best for us. Very much appreciated."</i>	Shanice, Student
Luke, Dr. Craig Student Development 102	<i>"Dr. Luke has been a great help, kind, well prepare, outgoing and an awesome receiver. Best Professor/Counselor on campus who is willing to sacrifice his time to help anyone who is in need of help (academically and emotionally)."</i>	Juan Ponce, Student
Luke, Dr. Craig Valley Bound	<i>"I would really love to thank you Dr. Luke for a wonderful semester! You were an amazing Professor to have. I really enjoyed being in your class as well. I really enjoyed how you kept the whole class entertained! Thanks so much!"</i>	Arlene E. Molino, Student

Marmolejo, Kathryn VRC and Admissions & Records	<i>"Kathryn did a great job working in the VRC. I thank her for planning the Veterans Day event and working with our vets."</i>	Dr. Ricky Shabazz
Martinez, Pat Bookstore	<i>"For her participation with the opportunity ticket sells of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds toward SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Mason, Jerry Custodial Services	<i>"For his participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Meyer, Chef Stacey Sunroom	<i>"For her excellent coordination in menu planning and food preparation for the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Moody, Amanda Student Life	<i>"Amanda has done a great job assisting student life in working to get paperwork submitted and approved. Things are going much smoother because of her work."</i>	Dr. Ricky Shabazz
Moore, Anita Counseling	<i>"Thank you for organizing the Student Services Holiday Party and everything you do for the campus."</i>	Dr. Ricky Shabazz
Nguyen, Joseph Student Life	<i>"Joseph has done an amazing job as the interim director of student life. He has solved a lot of long standing issues and brought the student government together."</i>	Dr. Ricky Shabazz
Pasillas, Karol Office of the VP of Administrative Services	<i>"For her participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Perez, Marie Financial Aid	<i>"Always willing to help me and my students when I call her. Thank you Marie...you ROCK!"</i>	Mary Smith
Plemons, Justine Student Life	<i>"Justine has done an amazing job of assisting the new ASG in scheduling leadership workshops and planning."</i>	Dr. Ricky Shabazz
Ramirez, Fermin Financial Aid	<i>"Thank you for your help with the Financial Aid Student Forum and walking the lines outside of the office. The students have benefited from having access to your help."</i>	Dr. Ricky Shabazz
Rodrnick, Jennifer Criminal Justice	<i>"For her participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher

Shafer, Kris Maintenance & Operation	<i>"For his participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Smith, Dr. James Research, Planning & Institutional Effectiveness	<i>"For his excellent and comprehensive presentation to the West Side Action Group."</i>	Dr. Gloria Fisher
Stark, Scott Office of the VP of Administrative Services	<i>"For his entertaining emceeing of the gift basket opportunity drawing for the President's Holiday Gathering and Gift Basket Extravaganza which raised funds towards student textbook scholarships."</i>	Dr. Gloria Fisher
Thomas, Cassandra Biology	<i>"For her entertaining participating in the emceeing of the gift basket opportunity drawing for the President's Holiday Gathering and Gift Basket Extravaganza which raised funds towards student textbook scholarships."</i>	Dr. Gloria Fisher
Thomas, Larry Campus Technology Services	<i>"I had problems with my computer. It took a couple of days before the problem was fixed. He always had a smile on his face and explained everything they were doing. EXCELLENT CUSTOMER SERVICE."</i>	Raina Okray
Valdemar, Mary Library	<i>"I would like to recognize Mary Valdemar for the inordinate amount of time and attention she had devoted to the Simon Silva event to ensure its success."</i>	Dr. Ricky Shabazz
Vargas, Gino Maintenance & Operation	<i>"For his participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Williams, Clyde Outreach	<i>"For hosting the Annual Winter Wonderland event which provided entertainment, games, food, prizes and toys to the campus and community."</i>	Dr. Gloria Fisher
Yarbrough, Kay Dee Office of Instruction	<i>"For her participation with the set-up of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher
Zerovnik, Dr. Greg Marketing and Public Relations	<i>"For his participation in coordinating the marketing portion of the President's Holiday Gathering and Gift Basket Extravaganza which raised funds for the SBVC student textbook scholarships."</i>	Dr. Gloria Fisher

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Larry Strong, Interim Director of Fiscal Services
DATE: January 15, 2015
SUBJECT: Budget Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

This summary budget report is submitted monthly to the Board of Trustees for its review.

ANALYSIS

The attached Revenue and Expenditure Summary reflects activity for the 2014-15 fiscal year through December 18. It reflects summary information for all District funds, grouped by category within each fund.

As of December 18, the District was 46.8% through the fiscal year and had spent and encumbered about 44.4% its budgeted general funds.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

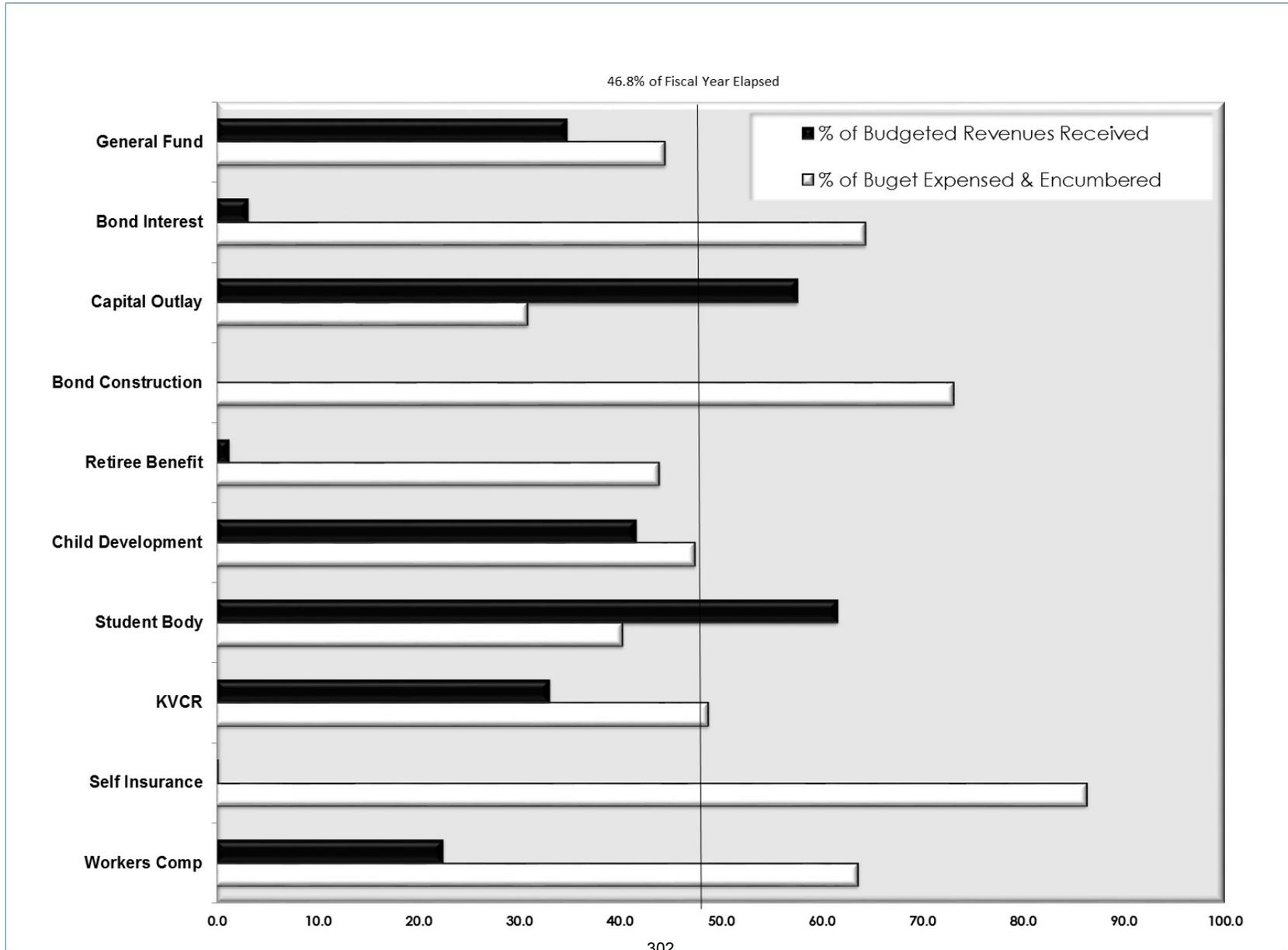
FINANCIAL IMPLICATIONS

There are no financial implications.

Budget Revenue & Expenditure Summary

Year to Date 12/18/2014
46.8% of Fiscal Year Elapsed

	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		
01 General Fund	\$ 104,903,405	\$36,390,978	34.7%	\$ 108,808,713	\$ 48,340,509	44.4%	
21 Bond Interest & Redemption	\$ 24,000,000	\$ 749,764	3.1%	\$ 24,000,000	\$ 15,434,784	64.3%	<i>Revenue expected Mar-Jun; next expense in Mar 2015.</i>
41 Capital Outlay Projects	\$ 1,200,983	\$ 691,683	57.6%	\$ 3,794,535	\$ 1,170,963	30.9%	
42 Bond Construction	\$ -	\$ 25,747	n/a	\$ 170,442,751	\$124,509,395	73.1%	<i>Encumbered amount is about \$106.2 million.</i>
68 Retiree Benefit	\$ 356,915	\$ 4,265	1.2%	\$ 356,915	\$ 156,707	43.9%	
72 Child Development	\$ 2,649,183	\$ 1,101,770	41.6%	\$ 2,649,183	\$ 1,255,235	47.4%	
73 Student Body Center Fee	\$ 276,658	\$ 170,149	61.5%	\$ 276,658	\$ 111,398	40.3%	
74 KVCR	\$ 7,789,914	\$ 2,570,079	33.0%	\$ 7,789,914	\$ 3,795,606	48.7%	
78 Self Insurance-Liability	\$ 553,000	\$ 778	0.1%	\$ 553,000	\$ 477,016	86.3%	<i>Premiums are paid during July; revenue transfer planned for January.</i>
84 Workers Compensation	\$ 1,325,000	\$ 297,451	22.4%	\$ 1,325,000	\$ 842,902	63.6%	<i>Encumbered amount is \$205.502.</i>



Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	7,586,974.13	804,383.64	804,383.64	10.6	0.00	6,782,590.49	89.3
8600.00 STATE REVENUES	71,381,485.18	28,868,366.16	28,868,366.16	40.4	0.00	42,513,119.02	59.5
8800.00 LOCAL REVENUES	24,922,945.92	6,714,688.51	6,714,688.51	26.9	0.00	18,208,257.41	73.0
8900.00 OTHER FINANCING SOURCES	1,012,000.00	3,539.58	3,539.58	.3	0.00	1,008,460.42	99.6
TOTAL: 8000	104,903,405.23	36,390,977.89	36,390,977.89	34.6	0.00	68,512,427.34	65.3
1100.00 CONTRACT CLASSROOM INST.	16,142,836.00	6,531,082.95	6,531,082.95	40.4	0.00	9,611,753.05	59.5
1200.00 CONTRACT CERT. ADMINISTRATORS	8,628,607.00	3,117,996.77	3,117,996.77	36.1	0.00	5,510,610.23	63.8
1300.00 INSTRUCTORS DAY/HOURLY	9,368,749.00	4,537,188.90	4,537,188.90	48.4	0.00	4,831,560.10	51.5
1400.00 NON-INSTRUCTION HOURLY CERT.	2,285,989.72	810,966.41	810,966.41	35.4	0.00	1,475,023.31	64.5
TOTAL: 1000	36,426,181.72	14,997,235.03	14,997,235.03	41.1	0.00	21,428,946.69	58.8
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	18,831,862.82	9,051,261.09	9,051,261.09	48.0	0.00	9,780,601.73	51.9
2200.00 INSTRUCTIONAL AIDS	1,317,863.68	574,675.44	574,675.44	43.6	0.00	743,188.24	56.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,875,296.84	1,334,597.69	1,334,597.69	46.4	0.00	1,540,699.15	53.5
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	1,632,228.23	524,257.94	524,257.94	32.1	0.00	1,107,970.29	67.8
TOTAL: 2000	24,657,251.57	11,484,792.16	11,484,792.16	46.5	0.00	13,172,459.41	53.4
3100.00 CERTIFICATED RETIREMENT	3,053,808.00	1,178,968.65	1,178,968.65	38.6	0.00	1,874,839.35	61.3
3200.00 CLASSIFIED RETIREMENT	2,550,953.22	1,289,904.94	1,289,904.94	50.5	0.00	1,261,048.28	49.4
3300.00 OASDHI /FICA	2,186,519.70	1,078,652.38	1,078,652.38	49.3	0.00	1,107,867.32	50.6
3400.00 HEALTH AND WELFARE BENEFITS	9,145,350.20	3,754,384.55	3,754,384.55	41.0	0.00	5,390,965.65	58.9
3500.00 STATE UNEMPLOYMENT INSURANCE	29,230.80	27,293.65	27,293.65	93.3	0.00	1,937.15	6.6
3600.00 WORKERS COMPENSATION INSURANCE	950,033.50	419,575.00	419,575.00	44.1	0.00	530,458.50	55.8
3900.00 OTHER BENEFITS	198,708.88	113,612.00	113,612.00	57.1	0.00	85,096.88	42.8
TOTAL: 3000	18,114,604.30	7,862,391.17	7,862,391.17	43.4	0.00	10,252,213.13	56.5
4100.00 TEXTBOOKS	177,547.00	18,943.89	18,943.89	10.6	82,855.41	75,747.70	42.6
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	93,029.00	2,807.63	2,807.63	3.0	17,249.51	72,971.86	78.4
4300.00 INSTRUCTIONAL SUPPLIES	514,396.87	137,741.09	137,741.09	26.7	58,678.62	317,977.16	61.8
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	30,902.00	2,223.24	2,223.24	7.1	689.97	27,988.79	90.5
4500.00 NONINSTRUCTIONAL SUPPLIES	1,356,665.43	313,982.97	313,982.97	23.1	442,036.88	600,645.58	44.2
4700.00 FOOD SUPPLIES	7,843.00	229.39	229.39	2.9	2,613.61	5,000.00	63.7
TOTAL: 4000	2,180,383.30	475,928.21	475,928.21	21.8	604,124.00	1,100,331.09	50.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	6,919,472.91	1,379,511.62	1,379,511.62	19.9	3,059,220.82	2,480,740.47	35.8
5200.00 TRAVEL & CONFERENCE EXPENSES	1,046,989.08	283,736.89	283,736.89	27.1	150,370.99	612,881.20	58.5
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	368,073.45	147,855.92	147,855.92	40.1	63,919.59	156,297.94	42.4
5400.00 INSURANCES - DISTRICT USE	129,000.00	122,457.00	122,457.00	94.9	0.00	6,543.00	5.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	2,896,430.62	1,285,984.66	1,285,984.66	44.3	1,401,037.47	209,408.49	7.2
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	3,122,609.89	1,517,200.46	1,517,200.46	48.5	867,318.21	738,091.22	23.6
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	569,000.00	245,776.16	245,776.16	43.1	176,891.34	146,332.50	25.7
5800.00 OTHER OPERATING EXP-DIST. USE	8,046,375.89	483,480.57	483,480.57	6.0	90,103.06	7,472,792.26	92.8
TOTAL: 5000	23,097,951.84	5,466,003.28	5,466,003.28	23.6	5,808,861.48	11,823,087.08	51.1

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	104,476,372.73	40,286,349.85	40,286,349.85	38.5	6,412,985.48	57,777,037.40	55.3
6100.00 SITES & IMPROVEMENTS-DIST. USE	40,121.00	0.00	0.00	.0	0.00	40,121.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	115,146.00	28,198.00	28,198.00	24.4	10,342.00	76,606.00	66.5
6300.00 LIBRARY BOOKS - EXPANSION	107,839.00	9,561.82	9,561.82	8.8	91,468.15	6,809.03	6.3
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,892,140.03	359,861.25	359,861.25	19.0	274,035.81	1,258,242.97	66.4
TOTAL: 6000	2,155,246.03	397,621.07	397,621.07	18.4	375,845.96	1,381,779.00	64.1
TOTAL: 1000-6999	106,631,618.76	40,683,970.92	40,683,970.92	38.1	6,788,831.44	59,158,816.40	55.4
7300.00 INTERFUND TRANSFERS	1,586,000.00	431,666.67	431,666.67	27.2	0.00	1,154,333.33	72.7
7500.00 OTHER OUTGO-STUDENT FIN AID	49,561.00	0.00	0.00	.0	29,999.86	19,561.14	39.4
7600.00 OTHER STUDENT AID	541,533.00	223,238.57	223,238.57	41.2	182,801.66	135,492.77	25.0
TOTAL: 7000	2,177,094.00	654,905.24	654,905.24	30.0	212,801.52	1,309,387.24	60.1
TOTAL: 1000-7999	108,808,712.76	41,338,876.16	41,338,876.16	37.9	7,001,632.96	60,468,203.64	55.5

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	104,903,405.23	36,390,977.89	36,390,977.89	34.6	0.00	68,512,427.34	65.3
TOTAL:	1000-5999	104,476,372.73	40,286,349.85	40,286,349.85	38.5	6,412,985.48	57,777,037.40	55.3
TOTAL:	1000-6999	106,631,618.76	40,683,970.92	40,683,970.92	38.1	6,788,831.44	59,158,816.40	55.4
TOTAL:	1000-7999	108,808,712.76	41,338,876.16	41,338,876.16	37.9	7,001,632.96	60,468,203.64	55.5
TOTAL EXPENSES	(1000 - 7999)	108,808,712.76	41,338,876.16	41,338,876.16	37.9	7,001,632.96	60,468,203.64	55.5

Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	250,000.00	0.00	0.00	.0	0.00	250,000.00	100.0
8800.00 LOCAL REVENUES	23,750,000.00	749,763.64	749,763.64	3.1	0.00	23,000,236.36	96.8
TOTAL: 8000	24,000,000.00	749,763.64	749,763.64	3.1	0.00	23,250,236.36	96.8
7100.00 DEBT RETIREMENT	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6
TOTAL: 7000	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6
TOTAL: 1000-7999	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6

Fund: 21 BOND INTEREST AND REDEMPTION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	24,000,000.00	749,763.64	749,763.64	3.1	0.00	23,250,236.36	96.8
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6
TOTAL EXPENSES	(1000 - 7999)	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	507,859.20	507,859.20	507,859.20	100.0	0.00	0.00	.0
8800.00 LOCAL REVENUES	693,123.60	183,823.98	183,823.98	26.5	0.00	509,299.62	73.4
TOTAL: 8000	1,200,982.80	691,683.18	691,683.18	57.5	0.00	509,299.62	42.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	18,097.04	18,097.04	18,097.04	100.0	0.00	0.00	.0
TOTAL: 2000	18,097.04	18,097.04	18,097.04	100.0	0.00	0.00	.0
3200.00 CLASSIFIED RETIREMENT	2,130.20	2,130.20	2,130.20	100.0	0.00	0.00	.0
3300.00 OASDHI/FICA	1,383.27	1,383.27	1,383.27	100.0	0.00	0.00	.0
3400.00 HEALTH AND WELFARE BENEFITS	3,058.62	3,058.62	3,058.62	100.0	0.00	0.00	.0
3500.00 STATE UNEMPLOYMENT INSURANCE	9.05	9.05	9.05	100.0	0.00	0.00	.0
3600.00 WORKERS COMPENSATION INSURANCE	300.00	300.00	300.00	100.0	0.00	0.00	.0
3900.00 OTHER BENEFITS	14.73	14.73	14.73	100.0	0.00	0.00	.0
TOTAL: 3000	6,895.87	6,895.87	6,895.87	100.0	0.00	0.00	.0
4500.00 NONINSTRUCTIONAL SUPPLIES	11,288.00	36.01	36.01	.3	1,459.64	9,792.35	86.7
TOTAL: 4000	11,288.00	36.01	36.01	.3	1,459.64	9,792.35	86.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	460,007.09	21,609.00	21,609.00	4.6	138,103.80	300,294.29	65.2
5200.00 TRAVEL & CONFERENCE EXPENSES	0.00	120.00	120.00	100.0	0.00	120.00	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	235,334.00	29,192.40	29,192.40	12.4	122,550.10	83,591.50	35.5
5800.00 OTHER OPERATING EXP-DIST. USE	3,123.60	0.00	0.00	.0	0.00	3,123.60	100.0
TOTAL: 5000	698,464.69	50,921.40	50,921.40	7.2	260,653.90	386,889.39	55.3
TOTAL: 1000-5999	734,745.60	75,950.32	75,950.32	10.3	262,113.54	396,681.74	53.9
6100.00 SITES & IMPROVEMENTS-DIST. USE	666,987.88	24,474.00	24,474.00	3.6	0.00	642,513.88	96.3
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	65,654.90	0.00	0.00	.0	0.00	65,654.90	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,327,146.42	678,217.83	678,217.83	51.1	130,207.15	518,721.44	39.0
TOTAL: 6000	2,059,789.20	702,691.83	702,691.83	34.1	130,207.15	1,226,890.22	59.5
TOTAL: 1000-6999	2,794,534.80	778,642.15	778,642.15	27.8	392,320.69	1,623,571.96	58.0
7300.00 INTERFUND TRANSFERS	1,000,000.00	0.00	0.00	.0	0.00	1,000,000.00	100.0
TOTAL: 7000	1,000,000.00	0.00	0.00	.0	0.00	1,000,000.00	100.0
TOTAL: 1000-7999	3,794,534.80	778,642.15	778,642.15	20.5	392,320.69	2,623,571.96	69.1

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,200,982.80	691,683.18	691,683.18	57.5	0.00	509,299.62	42.4
TOTAL:	1000-5999	734,745.60	75,950.32	75,950.32	10.3	262,113.54	396,681.74	53.9
TOTAL:	1000-6999	2,794,534.80	778,642.15	778,642.15	27.8	392,320.69	1,623,571.96	58.0
TOTAL:	1000-7999	3,794,534.80	778,642.15	778,642.15	20.5	392,320.69	2,623,571.96	69.1
TOTAL EXPENSES	(1000 - 7999)	3,794,534.80	778,642.15	778,642.15	20.5	392,320.69	2,623,571.96	69.1

Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	25,746.73	25,746.73	100.0	0.00	25,746.73-	.0
TOTAL: 8000	0.00	25,746.73	25,746.73	100.0	0.00	25,746.73-	.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	91,517.00	0.00	0.00	.0	0.00	91,517.00	100.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	0.00	84.60	84.60	100.0	0.00	84.60-	.0
TOTAL: 2000	91,517.00	84.60	84.60	.0	0.00	91,432.40	99.9
3200.00 CLASSIFIED RETIREMENT	10,761.00	0.00	0.00	.0	0.00	10,761.00	100.0
3300.00 OASDHI/FICA	7,038.00	6.24	6.24	.0	0.00	7,031.76	99.9
3400.00 HEALTH AND WELFARE BENEFITS	12,234.00	0.00	0.00	.0	0.00	12,234.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	46.00	0.04	0.04	.0	0.00	45.96	99.9
3600.00 WORKERS COMPENSATION INSURANCE	1,200.00	0.00	0.00	.0	0.00	1,200.00	100.0
3900.00 OTHER BENEFITS	59.00	0.00	0.00	.0	0.00	59.00	100.0
TOTAL: 3000	31,338.00	6.28	6.28	.0	0.00	31,331.72	99.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,940,840.00	94,893.51	94,893.51	4.8	997,585.75	848,360.74	43.7
5200.00 TRAVEL & CONFERENCE EXPENSES	480.00	0.00	0.00	.0	0.00	480.00	100.0
5400.00 INSURANCES - DISTRICT USE	638,619.00	44,712.00	44,712.00	7.0	0.00	593,907.00	92.9
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	63,174.94	5,806.59	5,806.59	9.1	11,181.20	46,187.15	73.1
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	318,766.00	29,669.03	29,669.03	9.3	142,580.97	146,516.00	45.9
5800.00 OTHER OPERATING EXP-DIST. USE	10,060,075.91	56,926.60	56,926.60	.5	2,947,180.60	7,055,968.71	70.1
TOTAL: 5000	13,021,955.85	232,007.73	232,007.73	1.7	4,098,528.52	8,691,419.60	66.7
TOTAL: 1000-5999	13,144,810.85	232,098.61	232,098.61	1.7	4,098,528.52	8,814,183.72	67.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	680,135.00	41,311.54	41,311.54	6.0	11,803.52	627,019.94	92.1
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	149,181,874.65	17,818,656.10	17,818,656.10	11.9	102,098,825.37	29,264,393.18	19.6
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	7,435,930.00	205,098.91	205,098.91	2.7	3,072.78	7,227,758.31	97.2
TOTAL: 6000	157,297,939.65	18,065,066.55	18,065,066.55	11.4	102,113,701.67	37,119,171.43	23.5
TOTAL: 1000-6999	170,442,750.50	18,297,165.16	18,297,165.16	10.7	106,212,230.19	45,933,355.15	26.9

Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	25,746.73	25,746.73	100.0	0.00	25,746.73-	.0
TOTAL:	1000-5999	13,144,810.85	232,098.61	232,098.61	1.7	4,098,528.52	8,814,183.72	67.0
TOTAL:	1000-6999	170,442,750.50	18,297,165.16	18,297,165.16	10.7	106,212,230.19	45,933,355.15	26.9
TOTAL:	1000-7999	170,442,750.50	18,297,165.16	18,297,165.16	10.7	106,212,230.19	45,933,355.15	26.9
TOTAL EXPENSES	(1000 - 7999)	170,442,750.50	18,297,165.16	18,297,165.16	10.7	106,212,230.19	45,933,355.15	26.9

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2014 TO 06/30/2015

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Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	93.15	93.15	100.0	0.00	93.15-	.0
TOTAL: 8000	0.00	93.15	93.15	100.0	0.00	93.15-	.0

Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	93.15	93.15	100.0	0.00	93.15-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	356,915.00	4,265.24	4,265.24	1.1	0.00	352,649.76	98.8
TOTAL: 8000	356,915.00	4,265.24	4,265.24	1.1	0.00	352,649.76	98.8
3300.00 OASDHI /FICA	132.00	105.23	105.23	79.7	0.00	26.77	20.2
3400.00 HEALTH AND WELFARE BENEFITS	347,777.00	148,097.43	148,097.43	42.5	0.00	199,679.57	57.4
3500.00 STATE UNEMPLOYMENT INSURANCE	6.00	4.37	4.37	72.8	0.00	1.63	27.1
3900.00 OTHER BENEFITS	9,000.00	8,500.00	8,500.00	94.4	0.00	500.00	5.5
TOTAL: 3000	356,915.00	156,707.03	156,707.03	43.9	0.00	200,207.97	56.0
TOTAL: 1000-5999	356,915.00	156,707.03	156,707.03	43.9	0.00	200,207.97	56.0

Fund: 68 RETIREE BENEFIT FUND SUMMARY

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SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
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TOTAL INCOME	(8000 - 8999)	356,915.00	4,265.24	4,265.24	1.1	0.00	352,649.76	98.8
TOTAL:	1000-5999	356,915.00	156,707.03	156,707.03	43.9	0.00	200,207.97	56.0
TOTAL:	1000-6999	356,915.00	156,707.03	156,707.03	43.9	0.00	200,207.97	56.0
TOTAL:	1000-7999	356,915.00	156,707.03	156,707.03	43.9	0.00	200,207.97	56.0
TOTAL EXPENSES	(1000 - 7999)	356,915.00	156,707.03	156,707.03	43.9	0.00	200,207.97	56.0

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	60.89	60.89	100.0	0.00	60.89-	.0
TOTAL: 8000	0.00	60.89	60.89	100.0	0.00	60.89-	.0
1300.00 INSTRUCTORS DAY/HOURLY	0.00	76,840.17	76,840.17	100.0	0.00	76,840.17-	.0
TOTAL: 1000	0.00	76,840.17	76,840.17	100.0	0.00	76,840.17-	.0
3300.00 OASDHI /FICA	0.00	511.13	511.13	100.0	0.00	511.13-	.0
3500.00 STATE UNEMPLOYMENT INSURANCE	0.00	38.35	38.35	100.0	0.00	38.35-	.0
TOTAL: 3000	0.00	549.48	549.48	100.0	0.00	549.48-	.0
TOTAL: 1000-5999	0.00	77,389.65	77,389.65	100.0	0.00	77,389.65-	.0

Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	60.89	60.89	100.0	0.00	60.89-	.0
TOTAL:	1000-5999	0.00	77,389.65	77,389.65	100.0	0.00	77,389.65-	.0
TOTAL:	1000-6999	0.00	77,389.65	77,389.65	100.0	0.00	77,389.65-	.0
TOTAL:	1000-7999	0.00	77,389.65	77,389.65	100.0	0.00	77,389.65-	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	77,389.65	77,389.65	100.0	0.00	77,389.65-	.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	146,820.00	72,602.69	72,602.69	49.4	0.00	74,217.31	50.5
8600.00 STATE REVENUES	2,316,599.00	968,376.96	968,376.96	41.8	0.00	1,348,222.04	58.1
8800.00 LOCAL REVENUES	185,764.00	60,790.22	60,790.22	32.7	0.00	124,973.78	67.2
TOTAL: 8000	2,649,183.00	1,101,769.87	1,101,769.87	41.5	0.00	1,547,413.13	58.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,304,402.00	569,864.45	569,864.45	43.6	0.00	734,537.55	56.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	261,053.00	146,827.50	146,827.50	56.2	0.00	114,225.50	43.7
TOTAL: 2000	1,565,455.00	716,691.95	716,691.95	45.7	0.00	848,763.05	54.2
3100.00 CERTIFICATED RETIREMENT	22,510.00	10,871.66	10,871.66	48.2	0.00	11,638.34	51.7
3200.00 CLASSIFIED RETIREMENT	105,579.00	59,931.72	59,931.72	56.7	0.00	45,647.28	43.2
3300.00 OASDHI /FICA	86,447.00	41,192.54	41,192.54	47.6	0.00	45,254.46	52.3
3400.00 HEALTH AND WELFARE BENEFITS	434,509.00	213,780.82	213,780.82	49.2	0.00	220,728.18	50.7
3500.00 STATE UNEMPLOYMENT INSURANCE	715.00	339.69	339.69	47.5	0.00	375.31	52.4
3600.00 WORKERS COMPENSATION INSURANCE	63,000.00	24,875.00	24,875.00	39.4	0.00	38,125.00	60.5
3900.00 OTHER BENEFITS	8,296.00	4,867.48	4,867.48	58.6	0.00	3,428.52	41.3
TOTAL: 3000	721,056.00	355,858.91	355,858.91	49.3	0.00	365,197.09	50.6
4300.00 INSTRUCTIONAL SUPPLIES	48,089.00	508.53	508.53	1.0	20,136.85	27,443.62	57.0
4500.00 NONINSTRUCTIONAL SUPPLIES	66,248.00	17,653.76	17,653.76	26.6	32,993.63	15,600.61	23.5
4700.00 FOOD SUPPLIES	98,000.00	52,447.31	52,447.31	53.5	56,135.39	10,582.70	.0
TOTAL: 4000	212,337.00	70,609.60	70,609.60	33.2	109,265.87	32,461.53	15.2
5200.00 TRAVEL & CONFERENCE EXPENSES	2,500.00	0.00	0.00	.0	0.00	2,500.00	100.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	12,547.00	319.14	319.14	2.5	245.00	11,982.86	95.5
5800.00 OTHER OPERATING EXP-DIST. USE	103,588.00	2,244.00	2,244.00	2.1	0.00	101,344.00	97.8
TOTAL: 5000	119,635.00	2,563.14	2,563.14	2.1	245.00	116,826.86	97.6
TOTAL: 1000-5999	2,618,483.00	1,145,723.60	1,145,723.60	43.7	109,510.87	1,363,248.53	52.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	30,700.00	0.00	0.00	.0	0.00	30,700.00	100.0
TOTAL: 6000	30,700.00	0.00	0.00	.0	0.00	30,700.00	100.0
TOTAL: 1000-6999	2,649,183.00	1,145,723.60	1,145,723.60	43.2	109,510.87	1,393,948.53	52.6

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,649,183.00	1,101,769.87	1,101,769.87	41.5	0.00	1,547,413.13	58.4
TOTAL:	1000-5999	2,618,483.00	1,145,723.60	1,145,723.60	43.7	109,510.87	1,363,248.53	52.0
TOTAL:	1000-6999	2,649,183.00	1,145,723.60	1,145,723.60	43.2	109,510.87	1,393,948.53	52.6
TOTAL:	1000-7999	2,649,183.00	1,145,723.60	1,145,723.60	43.2	109,510.87	1,393,948.53	52.6
TOTAL EXPENSES	(1000 - 7999)	2,649,183.00	1,145,723.60	1,145,723.60	43.2	109,510.87	1,393,948.53	52.6

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	276,658.00	170,149.47	170,149.47	61.5	0.00	106,508.53	38.4
TOTAL: 8000	276,658.00	170,149.47	170,149.47	61.5	0.00	106,508.53	38.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	93,768.00	48,266.21	48,266.21	51.4	0.00	45,501.79	48.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	54,000.00	20,802.50	20,802.50	38.5	0.00	33,197.50	61.4
TOTAL: 2000	147,768.00	69,068.71	69,068.71	46.7	0.00	78,699.29	53.2
3200.00 CLASSIFIED RETIREMENT	11,081.00	6,095.28	6,095.28	55.0	0.00	4,985.72	44.9
3300.00 OASDHI/FICA	7,173.00	3,927.81	3,927.81	54.7	0.00	3,245.19	45.2
3400.00 HEALTH AND WELFARE BENEFITS	30,588.00	15,293.04	15,293.04	49.9	0.00	15,294.96	50.0
3500.00 STATE UNEMPLOYMENT INSURANCE	47.00	25.70	25.70	54.6	0.00	21.30	45.3
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	1,500.00	1,500.00	50.0	0.00	1,500.00	50.0
3900.00 OTHER BENEFITS	148.00	73.68	73.68	49.7	0.00	74.32	50.2
TOTAL: 3000	52,037.00	26,915.51	26,915.51	51.7	0.00	25,121.49	48.2
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	20,309.00	661.66	661.66	3.2	14,752.00	4,895.34	24.1
TOTAL: 4000	22,309.00	661.66	661.66	2.9	14,752.00	6,895.34	30.9
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	8,600.00	0.00	0.00	.0	0.00	8,600.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	45,944.00	0.00	0.00	.0	0.00	45,944.00	100.0
TOTAL: 5000	54,544.00	0.00	0.00	.0	0.00	54,544.00	100.0
TOTAL: 1000-5999	276,658.00	96,645.88	96,645.88	34.9	14,752.00	165,260.12	59.7

Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	276,658.00	170,149.47	170,149.47	61.5	0.00	106,508.53	38.4
TOTAL:	1000-5999	276,658.00	96,645.88	96,645.88	34.9	14,752.00	165,260.12	59.7
TOTAL:	1000-6999	276,658.00	96,645.88	96,645.88	34.9	14,752.00	165,260.12	59.7
TOTAL:	1000-7999	276,658.00	96,645.88	96,645.88	34.9	14,752.00	165,260.12	59.7
TOTAL EXPENSES	(1000 - 7999)	276,658.00	96,645.88	96,645.88	34.9	14,752.00	165,260.12	59.7

Fund: 74 KVCR FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	6,169,987.46	2,138,411.84	2,138,411.84	34.6	0.00	4,031,575.62	65.3
8900.00 OTHER FINANCING SOURCES	1,619,927.00	431,666.67	431,666.67	26.6	0.00	1,188,260.33	73.3
TOTAL: 8000	7,789,914.46	2,570,078.51	2,570,078.51	32.9	0.00	5,219,835.95	67.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,679,462.00	700,321.15	700,321.15	41.6	0.00	979,140.85	58.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	772,000.00	289,694.52	289,694.52	37.5	0.00	482,305.48	62.4
TOTAL: 2000	2,451,462.00	990,015.67	990,015.67	40.3	0.00	1,461,446.33	59.6
3200.00 CLASSIFIED RETIREMENT	201,169.00	110,303.84	110,303.84	54.8	0.00	90,865.16	45.1
3300.00 OASDHI/FICA	147,661.00	75,602.43	75,602.43	51.1	0.00	72,058.57	48.8
3400.00 HEALTH AND WELFARE BENEFITS	365,301.00	140,467.64	140,467.64	38.4	0.00	224,833.36	61.5
3500.00 STATE UNEMPLOYMENT INSURANCE	1,270.00	514.96	514.96	40.5	0.00	755.04	59.4
3600.00 WORKERS COMPENSATION INSURANCE	39,000.00	16,000.00	16,000.00	41.0	0.00	23,000.00	58.9
3900.00 OTHER BENEFITS	10,915.00	5,271.08	5,271.08	48.2	0.00	5,643.92	51.7
TOTAL: 3000	765,316.00	348,159.95	348,159.95	45.4	0.00	417,156.05	54.5
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	200.00	0.00	0.00	.0	0.00	200.00	100.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	3,700.00	69.99	69.99	1.8	0.00	3,630.01	98.1
4500.00 NONINSTRUCTIONAL SUPPLIES	71,900.00	9,798.55	9,798.55	13.6	21,438.16	40,663.29	56.5
TOTAL: 4000	75,800.00	9,868.54	9,868.54	13.0	21,438.16	44,493.30	58.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	191,284.00	105,817.12	105,817.12	55.3	403,853.65	318,386.77-	.0
5200.00 TRAVEL & CONFERENCE EXPENSES	125,800.00	12,977.94	12,977.94	10.3	5,430.70	107,391.36	85.3
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	132,015.00	44,625.99	44,625.99	33.8	21,389.57	65,999.44	49.9
5400.00 INSURANCES - DISTRICT USE	11,000.00	0.00	0.00	.0	7,885.00	3,115.00	28.3
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	230,633.00	70,540.88	70,540.88	30.5	111,331.12	48,761.00	21.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	499,110.00	105,934.51	105,934.51	21.2	171,313.60	221,861.89	44.4
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	83,500.00	2,846.65	2,846.65	3.4	18,178.15	62,475.20	74.8
5800.00 OTHER OPERATING EXP-DIST. USE	2,506,067.46	951,796.32	951,796.32	37.9	350,550.26	1,203,720.88	48.0
TOTAL: 5000	3,779,409.46	1,294,539.41	1,294,539.41	34.2	1,089,932.05	1,394,938.00	36.9
TOTAL: 1000-5999	7,071,987.46	2,642,583.57	2,642,583.57	37.3	1,111,370.21	3,318,033.68	46.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	134,000.00	36,814.18	36,814.18	27.4	4,837.36	92,348.46	68.9
TOTAL: 6000	134,000.00	36,814.18	36,814.18	27.4	4,837.36	92,348.46	68.9
TOTAL: 1000-6999	7,205,987.46	2,679,397.75	2,679,397.75	37.1	1,116,207.57	3,410,382.14	47.3
7200.00 INTRAFUND TRANSFERS OUT	583,927.00	0.00	0.00	.0	0.00	583,927.00	100.0
TOTAL: 7000	583,927.00	0.00	0.00	.0	0.00	583,927.00	100.0
TOTAL: 1000-7999	7,789,914.46	2,679,397.75	2,679,397.75	34.3	1,116,207.57	3,994,309.14	51.2

Fund: 74 KVCR FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	7,789,914.46	2,570,078.51	2,570,078.51	32.9	0.00	5,219,835.95	67.0
TOTAL:	1000-5999	7,071,987.46	2,642,583.57	2,642,583.57	37.3	1,111,370.21	3,318,033.68	46.9
TOTAL:	1000-6999	7,205,987.46	2,679,397.75	2,679,397.75	37.1	1,116,207.57	3,410,382.14	47.3
TOTAL:	1000-7999	7,789,914.46	2,679,397.75	2,679,397.75	34.3	1,116,207.57	3,994,309.14	51.2
TOTAL EXPENSES	(1000 - 7999)	7,789,914.46	2,679,397.75	2,679,397.75	34.3	1,116,207.57	3,994,309.14	51.2

Fund: 78 SELF INSURANCE-LIABILITY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,000.00	778.34	778.34	25.9	0.00	2,221.66	74.0
8900.00 OTHER FINANCING SOURCES	550,000.00	0.00	0.00	.0	0.00	550,000.00	100.0
TOTAL: 8000	553,000.00	778.34	778.34	.1	0.00	552,221.66	99.8
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	2,487.13	2,487.13	12.4	7,512.87	10,000.00	50.0
5400.00 INSURANCES - DISTRICT USE	450,000.00	422,841.00	422,841.00	93.9	0.00	27,159.00	6.0
5800.00 OTHER OPERATING EXP-DIST. USE	60,000.00	3,757.46	3,757.46	6.2	40,416.65	15,825.89	26.3
TOTAL: 5000	530,000.00	429,085.59	429,085.59	80.9	47,929.52	52,984.89	9.9
TOTAL: 1000-5999	530,000.00	429,085.59	429,085.59	80.9	47,929.52	52,984.89	9.9
7900.00 RESERVE FOR CONTINGENCIES	23,000.00	0.00	0.00	.0	0.00	23,000.00	100.0
TOTAL: 7000	23,000.00	0.00	0.00	.0	0.00	23,000.00	100.0
TOTAL: 1000-7999	553,000.00	429,085.59	429,085.59	77.5	47,929.52	75,984.89	13.7

Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	553,000.00	778.34	778.34	.1	0.00	552,221.66	99.8
TOTAL:	1000-5999	530,000.00	429,085.59	429,085.59	80.9	47,929.52	52,984.89	9.9
TOTAL:	1000-6999	530,000.00	429,085.59	429,085.59	80.9	47,929.52	52,984.89	9.9
TOTAL:	1000-7999	553,000.00	429,085.59	429,085.59	77.5	47,929.52	75,984.89	13.7
TOTAL EXPENSES	(1000 - 7999)	553,000.00	429,085.59	429,085.59	77.5	47,929.52	75,984.89	13.7

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,325,000.00	297,450.64	297,450.64	22.4	0.00	1,027,549.36	77.5
TOTAL: 8000	1,325,000.00	297,450.64	297,450.64	22.4	0.00	1,027,549.36	77.5
5100.00 PERSON&CONSULTANT SVC-DIST USE	428,000.00	54,965.07	54,965.07	12.8	197,859.53	175,175.40	40.9
5400.00 INSURANCES - DISTRICT USE	167,000.00	126,053.00	126,053.00	75.4	0.00	40,947.00	24.5
5800.00 OTHER OPERATING EXP-DIST. USE	605,000.00	456,381.68	456,381.68	75.4	7,642.44	140,975.88	23.3
TOTAL: 5000	1,200,000.00	637,399.75	637,399.75	53.1	205,501.97	357,098.28	29.7
TOTAL: 1000-5999	1,200,000.00	637,399.75	637,399.75	53.1	205,501.97	357,098.28	29.7
7900.00 RESERVE FOR CONTINGENCIES	125,000.00	0.00	0.00	.0	0.00	125,000.00	100.0
TOTAL: 7000	125,000.00	0.00	0.00	.0	0.00	125,000.00	100.0
TOTAL: 1000-7999	1,325,000.00	637,399.75	637,399.75	48.1	205,501.97	482,098.28	36.3

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,325,000.00	297,450.64	297,450.64	22.4	0.00	1,027,549.36	77.5
TOTAL:	1000-5999	1,200,000.00	637,399.75	637,399.75	53.1	205,501.97	357,098.28	29.7
TOTAL:	1000-6999	1,200,000.00	637,399.75	637,399.75	53.1	205,501.97	357,098.28	29.7
TOTAL:	1000-7999	1,325,000.00	637,399.75	637,399.75	48.1	205,501.97	482,098.28	36.3
TOTAL EXPENSES	(1000 - 7999)	1,325,000.00	637,399.75	637,399.75	48.1	205,501.97	482,098.28	36.3

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	%
8100.00 FEDERAL HEA REVENUES	53,500.00	4,900.00	4,900.00	9.1	0.00	48,600.00	90.8
8600.00 STATE REVENUES	1,463,789.00	82,773.26	82,773.26	5.6	0.00	1,381,015.74	94.3
8800.00 LOCAL REVENUES	576,488.00	320,640.33	320,640.33	55.6	0.00	255,847.67	44.3
TOTAL: 8000	2,093,777.00	408,313.59	408,313.59	19.5	0.00	1,685,463.41	80.4
1100.00 CONTRACT CLASSROOM INST.	11,057,056.00	4,457,795.86	4,457,795.86	40.3	0.00	6,599,260.14	59.6
1200.00 CONTRACT CERT. ADMINI STRATORS	3,520,230.00	1,411,285.85	1,411,285.85	40.0	0.00	2,108,944.15	59.9
1300.00 INSTRUCTORS DAY/HOURLY	6,298,352.00	3,028,794.83	3,028,794.83	48.0	0.00	3,269,557.17	51.9
1400.00 NON-INSTRUCTION HOURLY CERT.	406,730.00	141,474.98	141,474.98	34.7	0.00	265,255.02	65.2
TOTAL: 1000	21,282,368.00	9,039,351.52	9,039,351.52	42.4	0.00	12,243,016.48	57.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	6,075,203.89	3,247,227.00	3,247,227.00	53.4	0.00	2,827,976.89	46.5
2200.00 INSTRUCTIONAL AIDS	852,925.71	336,979.63	336,979.63	39.5	0.00	515,946.08	60.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	274,993.00	220,928.78	220,928.78	80.3	0.00	54,064.22	19.6
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	288,923.40	99,532.83	99,532.83	34.4	0.00	189,390.57	65.5
TOTAL: 2000	7,492,046.00	3,904,668.24	3,904,668.24	52.1	0.00	3,587,377.76	47.8
3100.00 CERTIFICATED RETIREMENT	1,854,963.00	707,603.38	707,603.38	38.1	0.00	1,147,359.62	61.8
3200.00 CLASSIFIED RETIREMENT	967,188.20	501,835.74	501,835.74	51.8	0.00	465,352.46	48.1
3300.00 OASDHI /FICA	933,357.10	458,658.15	458,658.15	49.1	0.00	474,698.95	50.8
3400.00 HEALTH AND WELFARE BENEFITS	4,225,114.33	1,866,863.55	1,866,863.55	44.1	0.00	2,358,250.78	55.8
3500.00 STATE UNEMPLOYMENT INSURANCE	14,588.72	6,534.69	6,534.69	44.7	0.00	8,054.03	55.2
3600.00 WORKERS COMPENSATION INSURANCE	459,850.00	204,994.07	204,994.07	44.5	0.00	254,855.93	55.4
3900.00 OTHER BENEFITS	95,708.72	43,380.47	43,380.47	45.3	0.00	52,328.25	54.6
TOTAL: 3000	8,550,770.07	3,789,870.05	3,789,870.05	44.3	0.00	4,760,900.02	55.6
4100.00 TEXTBOOKS	1,636.00	0.00	0.00	.0	716.31	919.69	56.2
4200.00 BOOK, MAGAZINE&PERIOD-DI ST. USE	4,197.00	398.44	398.44	9.4	490.78	3,307.78	78.8
4300.00 INSTRUCTI ONAL SUPPLIES	69,084.94	22,072.23	22,072.23	31.9	12,866.67	34,146.04	49.4
4400.00 MEDIA AND SOFTWARE-DI STRCT USE	5,362.00	328.38	328.38	6.1	0.00	5,033.62	93.8
4500.00 NONI NSTRUCTI ONAL SUPPLIES	448,638.00	112,700.87	112,700.87	25.1	193,333.38	142,603.75	31.7
4700.00 FOOD SUPPLIES	2,243.00	0.00	0.00	.0	2,243.00	0.00	.0
TOTAL: 4000	531,160.94	135,499.92	135,499.92	25.5	209,650.14	186,010.88	35.0
5100.00 PERSON&CONSULTANT SVC-DI ST USE	1,190,621.96	92,399.58	92,399.58	7.7	768,137.87	330,084.51	27.7
5200.00 TRAVEL & CONFERENCE EXPENSES	150,772.92	37,360.35	37,360.35	24.7	21,679.85	91,732.72	60.8
5300.00 POST/DUES/MEMBERSHI PS-DI ST. USE	129,734.00	57,247.28	57,247.28	44.1	45,877.82	26,608.90	20.5
5400.00 INSURANCES - DI STRICT USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5500.00 UTI LITI ES & HOUSEKEEP-DI ST. USE	1,871,747.00	836,953.38	836,953.38	44.7	882,885.13	151,908.49	8.1
5600.00 RENTS, LEASES&REPAI RS-DI ST. USE	909,635.00	328,173.36	328,173.36	36.0	345,656.45	235,805.19	25.9
5800.00 OTHER OPERATI NG EXP-DI ST. USE	953,653.83	49,703.45	49,703.45	5.2	19,873.82	884,076.56	92.7
TOTAL: 5000	5,207,164.71	1,401,837.40	1,401,837.40	26.9	2,084,110.94	1,721,216.37	33.0
TOTAL: 1000-5999	43,063,509.72	18,271,227.13	18,271,227.13	42.4	2,293,761.08	22,498,521.51	52.2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	115,626.75	35,908.37	35,908.37	31.0	40,701.27	39,017.11	33.7
TOTAL: 6000	115,626.75	35,908.37	35,908.37	31.0	40,701.27	39,017.11	33.7
TOTAL: 1000-6999	43,179,136.47	18,307,135.50	18,307,135.50	42.3	2,334,462.35	22,537,538.62	52.1

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,093,777.00	408,313.59	408,313.59	19.5	0.00	1,685,463.41	80.4
TOTAL:	1000-5999	43,063,509.72	18,271,227.13	18,271,227.13	42.4	2,293,761.08	22,498,521.51	52.2
TOTAL:	1000-6999	43,179,136.47	18,307,135.50	18,307,135.50	42.3	2,334,462.35	22,537,538.62	52.1
TOTAL:	1000-7999	43,179,136.47	18,307,135.50	18,307,135.50	42.3	2,334,462.35	22,537,538.62	52.1
TOTAL EXPENSES	(1000 - 7999)	43,179,136.47	18,307,135.50	18,307,135.50	42.3	2,334,462.35	22,537,538.62	52.1

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	222.37	222.37	100.0	0.00	222.37-	.0
TOTAL: 8000	0.00	222.37	222.37	100.0	0.00	222.37-	.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	23,930.00	0.00	0.00	.0	0.00	23,930.00	100.0
TOTAL: 2000	23,930.00	0.00	0.00	.0	0.00	23,930.00	100.0
3300.00 OASDHI /FICA	1,831.00	0.00	0.00	.0	0.00	1,831.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	12.00	0.00	0.00	.0	0.00	12.00	100.0
TOTAL: 3000	1,843.00	0.00	0.00	.0	0.00	1,843.00	100.0
TOTAL: 1000-5999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

=====		WORKING	EXPENDED/RECEIVED			PENDING/	UNENCUMBERED	
SUMMARY BY OBJECT		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====	=====	=====	=====	=====	=====	=====
TOTAL INCOME	(8000 - 8999)	0.00	222.37	222.37	100.0	0.00	222.37-	.0
TOTAL:	1000-5999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0
TOTAL:	1000-6999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0
TOTAL:	1000-7999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0
TOTAL EXPENSES	(1000 - 7999)	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	20,067.00	595.00	595.00	2.9	0.00	19,472.00	97.0
8600.00 STATE REVENUES	660,116.00	17,882.82	17,882.82	2.7	0.00	642,233.18	97.2
8800.00 LOCAL REVENUES	549,062.92	174,563.66	174,563.66	31.7	0.00	374,499.26	68.2
TOTAL: 8000	1,229,245.92	193,041.48	193,041.48	15.7	0.00	1,036,204.44	84.2
1100.00 CONTRACT CLASSROOM INST.	4,896,352.00	2,002,865.80	2,002,865.80	40.9	0.00	2,893,486.20	59.0
1200.00 CONTRACT CERT. ADMINI STRATORS	2,565,378.00	1,031,725.74	1,031,725.74	40.2	0.00	1,533,652.26	59.7
1300.00 INSTRUCTORS DAY/HOURLY	2,795,053.00	1,507,782.07	1,507,782.07	53.9	0.00	1,287,270.93	46.0
1400.00 NON-INSTRUCTION HOURLY CERT.	164,649.00	72,914.70	72,914.70	44.2	0.00	91,734.30	55.7
TOTAL: 1000	10,421,432.00	4,615,288.31	4,615,288.31	44.2	0.00	5,806,143.69	55.7
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,682,589.80	1,982,555.46	1,982,555.46	53.8	0.00	1,700,034.34	46.1
2200.00 INSTRUCTIONAL AIDS	450,854.97	235,955.58	235,955.58	52.3	0.00	214,899.39	47.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	202,582.40	120,965.71	120,965.71	59.7	0.00	81,616.69	40.2
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	355,965.83	157,411.66	157,411.66	44.2	0.00	198,554.17	55.7
TOTAL: 2000	4,691,993.00	2,496,888.41	2,496,888.41	53.2	0.00	2,195,104.59	46.7
3100.00 CERTIFICATED RETIREMENT	892,079.00	365,568.20	365,568.20	40.9	0.00	526,510.80	59.0
3200.00 CLASSIFIED RETIREMENT	578,003.00	294,813.42	294,813.42	51.0	0.00	283,189.58	48.9
3300.00 OASDHI /FICA	512,584.00	261,479.89	261,479.89	51.0	0.00	251,104.11	48.9
3400.00 HEALTH AND WELFARE BENEFITS	2,147,471.00	946,300.22	946,300.22	44.0	0.00	1,201,170.78	55.9
3500.00 STATE UNEMPLOYMENT INSURANCE	7,632.00	3,602.14	3,602.14	47.1	0.00	4,029.86	52.8
3600.00 WORKERS COMPENSATION INSURANCE	244,465.00	109,786.71	109,786.71	44.9	0.00	134,678.29	55.0
3900.00 OTHER BENEFITS	59,279.00	29,973.70	29,973.70	50.5	0.00	29,305.30	49.4
TOTAL: 3000	4,441,513.00	2,011,524.28	2,011,524.28	45.2	0.00	2,429,988.72	54.7
4200.00 BOOK, MAGAZINE&PERIOD-DI ST. USE	2,260.00	881.40	881.40	39.0	20.00	1,358.60	60.1
4300.00 INSTRUCTIONAL SUPPLIES	57,578.00	25,623.38	25,623.38	44.5	7,707.81	24,246.81	42.1
4400.00 MEDIA AND SOFTWARE-DI STRCT USE	4,825.00	0.00	0.00	.0	200.00	4,625.00	95.8
4500.00 NONINSTRUCTIONAL SUPPLIES	143,124.00	49,985.31	49,985.31	34.9	60,907.65	32,231.04	22.5
TOTAL: 4000	207,787.00	76,490.09	76,490.09	36.8	68,835.46	62,461.45	30.0
5100.00 PERSON&CONSULTANT SVC-DI ST USE	51,892.00	4,593.20	4,593.20	8.8	62,462.58	15,163.78-	.0
5200.00 TRAVEL & CONFERENCE EXPENSES	84,118.00	23,029.40	23,029.40	27.3	11,060.53	50,028.07	59.4
5300.00 POST/DUES/MEMBERSHI PS-DI ST. USE	54,062.00	17,735.31	17,735.31	32.8	783.89	35,542.80	65.7
5500.00 UTILITIES & HOUSEKEEP-DI ST. USE	720,802.00	300,677.96	300,677.96	41.7	414,859.04	5,265.00	.7
5600.00 RENTS, LEASES&REPAIRS-DI ST. USE	416,158.00	133,885.21	133,885.21	32.1	184,351.05	97,921.74	23.5
5800.00 OTHER OPERATING EXP-DI ST. USE	158,263.92	42,562.92	42,562.92	26.8	14,753.91	100,947.09	63.7
TOTAL: 5000	1,485,295.92	522,484.00	522,484.00	35.1	688,271.00	274,540.92	18.4
TOTAL: 1000-5999	21,248,020.92	9,722,675.09	9,722,675.09	45.7	757,106.46	10,768,239.37	50.6
6200.00 BUI LDINGS&I MPROVEMENT-DI ST. USE	600.00	0.00	0.00	.0	0.00	600.00	100.0
6300.00 LIBRARY BOOKS - EXPANSION	10,000.00	2,167.32	2,167.32	21.6	6,609.82	1,222.86	12.2
6400.00 EQUI P/FURNITURE (EXCLD COMPTR)	37,769.00	994.79	994.79	2.6	2,318.20	34,456.01	91.2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 6000	48,369.00	3,162.11	3,162.11	6.5	8,928.02	36,278.87	75.0
TOTAL: 1000-6999	21,296,389.92	9,725,837.20	9,725,837.20	45.6	766,034.48	10,804,518.24	50.7

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,229,245.92	193,041.48	193,041.48	15.7	0.00	1,036,204.44	84.2
TOTAL:	1000-5999	21,248,020.92	9,722,675.09	9,722,675.09	45.7	757,106.46	10,768,239.37	50.6
TOTAL:	1000-6999	21,296,389.92	9,725,837.20	9,725,837.20	45.6	766,034.48	10,804,518.24	50.7
TOTAL:	1000-7999	21,296,389.92	9,725,837.20	9,725,837.20	45.6	766,034.48	10,804,518.24	50.7
TOTAL EXPENSES	(1000 - 7999)	21,296,389.92	9,725,837.20	9,725,837.20	45.6	766,034.48	10,804,518.24	50.7

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2014 TO 06/30/2015

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	7,163.13	7,163.13	100.0	0.00	7,163.13-	.0
TOTAL: 8000	0.00	7,163.13	7,163.13	100.0	0.00	7,163.13-	.0

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

=====		WORKING	EXPENDED/RECEIVED			PENDING/	UNENCUMBERED	
SUMMARY BY OBJECT		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====	=====	=====	=====	=====	=====	=====
TOTAL INCOME	(8000 - 8999)	0.00	7,163.13	7,163.13	100.0	0.00	7,163.13-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2014 TO 06/30/2015

#J3170

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Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	93.15	93.15	100.0	0.00	93.15-	.0
TOTAL: 8000	0.00	93.15	93.15	100.0	0.00	93.15-	.0

Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	93.15	93.15	100.0	0.00	93.15-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	138.98	138.98	100.0	0.00	138.98-	.0
TOTAL: 8000	0.00	138.98	138.98	100.0	0.00	138.98-	.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
TOTAL: 2000	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
3300.00 OASDHI /FICA	153.00	0.00	0.00	.0	0.00	153.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	1.00	0.00	0.00	.0	0.00	1.00	100.0
TOTAL: 3000	154.00	0.00	0.00	.0	0.00	154.00	100.0
TOTAL: 1000-5999	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	138.98	138.98	100.0	0.00	138.98-	.0
TOTAL:	1000-5999	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0
TOTAL:	1000-6999	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0
TOTAL:	1000-7999	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0
TOTAL EXPENSES	(1000 - 7999)	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Pierre Galvez, Police Chief
DATE: January 15, 2015
SUBJECT: District Clery Act Compliance Report

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

Postsecondary educational institutions (institutions) that participate in student aid programs under Title IV of the federal Higher Education Act of 1965, as amended, are required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) to create an annual security report by October 1 of each year. This security report must contain required crime statistics of the institution as well as certain security policy disclosures. When institutions do not comply with the Clery Act, they inhibit the ability of students and others to make informed decisions about campus security. Further, the U.S. Department of Education can impose financial penalties of up to \$27,500 per violation against noncompliant institutions.

ANALYSIS

Monthly Report of Clery Crimes for December (See attached)

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
 CLERY ACT CRIMES
 December 2014

Case#	Reported	Reportable Clery Crimes	Location	Date (s)	Time (s)	Disposition
CRAFTON						
14C-127	12/26/14	LIQUOR LAW VIOLATIONS	WATER TOWER	12/26/14	9:45 PM	CITED

DISTRICT

NO INCIDENTS TO REPORT

VALLEY

NO INCIDENTS TO REPORT

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Larry Strong, Interim Director of Fiscal Services
DATE: January 15, 2015
SUBJECT: General Fund Cash Flow Analysis

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District's budget is a financial plan based on estimated revenues and expenditures for the fiscal year, which runs from July 1 through June 30. Cash refers to what is actually in the District's treasury on a day-to-day and month-to-month basis. Monitoring the amount of cash available to meet the District's financial obligations is the core responsibility of the Fiscal Services Department. Attached is the General Fund monthly cash flow analysis for the District.

ANALYSIS

The General Fund cash balance as of June 30, 2015 is estimated to be \$10,588,050.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This is an information item only. There are no financial implications.

General Fund Cash Flow Analysis[†]

Fiscal Year 2014-15

	PROJECTIONS												TOTAL	
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		ACCRUALS
Beginning Cash Balance	12,251	14,837	14,815	21,244	19,953	18,629	22,664	24,328	21,774	22,859	15,422	12,177		
Receipts														
Federal	11		115	672	6	1,851	16	93	1,302	88	628	962		5,744
State	4,355	4,062	10,121	5,067	5,099	5,692	5,778	3,998	5,256	2,405	3,142	9,235		64,209
State Deferrals	7,087													7,087
Local	622		5,159	-671	2,442	4,662	3,847	1,194	2,912	-738	2,301	3,438		25,169
Temporary Borrowings														
Inc Transfer & Sale of Assets				4			23							27
Accounts Receivable/Accruals	497	3,686	700	2,393	38									7,312
Total Receipts	12,572	7,747	16,095	7,465	7,585	12,205	9,663	5,285	9,471	1,755	6,071	13,635		109,548
Disbursements														
Academic Salaries	2	1,400	3,207	3,413	3,498	3,073	3,210	2,883	3,174	3,183	3,193	6,018		36,255
Classified Salaries	2,108	1,250	1,879	2,005	2,044	2,062	1,885	1,702	1,881	1,910	1,934	1,713		22,373
Benefits	831	1,224	1,402	1,469	1,444	1,367	1,342	1,317	1,341	1,358	1,345	1,515		15,957
Supplies & Materials	-2	85	100	114	118	101	60	101	164	175	286	589		1,892
Other Operating Exp	77	1,261	837	1,230	1,454	1,293	1,207	1,431	1,487	2,130	2,044	5,064		19,515
Capital Outlay	1	41	73	120	109	33	54	165	97	194	274	545		1,706
Other Outgo		124	166	101	241	241	241	241	241	241	241	-220		1,856
Loan Repayment														
Accounts Payable/Accruals	6,968	2,384	2,000	304										11,657
Total Disbursements	9,986	7,770	9,666	8,755	8,908	8,169	7,999	7,840	8,386	9,192	9,316	15,224		111,211
Increase / (Decrease) in Cash Balance	2,586	-22	6,429	-1,291	-1,324	4,035	1,664	-2,554	1,085	-7,437	-3,245	-1,589		
Ending Cash Balance	14,837	14,815	21,244	19,953	18,629	22,664	24,328	21,774	22,859	15,422	12,177	10,588		

[†] Rounded to the nearest 1,000.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: January 15, 2015
SUBJECT: Local Hire Summary

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

Local Hire Summary Report of Active Construction Projects for November 2014. This report presents the local hire status for each project and indicates the city of residence for the labor force.

ANALYSIS

In November 2013, the Board of Trustees passed Board Policy 6610, which sets minimum goals at fifty percent (50%) participation of Local Hires and twenty-five percent (25%) participation of Local Businesses in its District Bid projects awarded each fiscal year. As of November 2014, the District-wide total of local hires was 60%, exceeding the Board goal by 10%. The District-wide total of local business was 45%, exceeding the Board goal by 20%.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

SBVC	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total – Non Local	Wages - Local (cumulative)	Wages - Non Local (cumulative)
AUDITORIUM (Complete)	0	0%	0	0%	\$ 415,785.00	\$ 427,800.00	\$ 5,956,415.00	Data not recorded*	
LANDSCAPE AROUND ADSS (Complete)	4	100%	0	0%	\$ -	\$ 42,665.00	\$ -	\$ 28,704.51	\$ -
AT FENCING AT YARD	2	100%	0	0%	\$ -	\$ 29,130.00	\$ -	\$ 7,160.31	\$ -
GYMNASIUM**	19	48%	21	53%	\$ 1,723,223.85	\$ 15,485,952.84	\$ 21,430,228.00	\$ 280,110.94	\$ 218,853.69
TOTAL	25	54%	21	46%	\$ 2,139,008.85	\$ 15,985,547.84	\$ 27,386,643.00	\$ 280,110.94	\$ 218,853.69
					\$18,124,556.69				
					40%		60%		

CHC	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total– Non-Local	Wages - Local (cumulative)	Wages - Non Local (cumulative)
CRAFTON CENTER	52	53%	47	47%	\$ 7,496,846.94	\$ 7,096,378.00	\$ 6,851,341.06	\$ 330,751.64	\$ 146,959.40
NEW SCIENCE BUILDING	45	75%	15	25%	\$ 3,579,050.00	\$ 6,804,716.00	\$ 8,199,240.00	\$ 646,985.26	\$ 292,831.44
OE2	31	60%	21	40%	\$ 1,329,733.00	\$ 2,412,208.00	\$ 12,146,059.00	\$ 514,989.06	\$ 404,269.68
PE COMPLEX	0	0%	0	0%	\$ -	\$ 852,800.00	\$ 3,658,270.00	Data not recorded*	
TOTAL	128	61%	83	39%	\$ 12,405,629.94	\$ 17,166,102.00	\$ 30,854,910.06	\$ 1,492,725.96	\$ 844,060.52
					\$29,571,731.94				
					49%		51%		

DISTRICT WIDE - Combined	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total– Non-Local	Wages - Non Local (cumulative)	Wages - Non Local (cumulative)
TOTAL	153	60%	104	40%	\$ 14,544,638.79	\$ 33,151,649.84	\$ 58,241,553.06	\$ 1,772,836.90	\$ 1,062,914.21
					\$47,696,288.63				
					45%		55%		

*Data not recorded because project started before implementation of Local Hire Bond Policy (Nov. 2013)

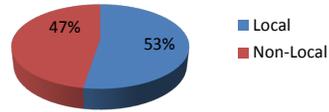
**In process of Subcontractor Buy Out; all contract monies not yet allocated

SBVC	General Contractor Name	Contractor Name and Trade	Apprentices per Division of Work / Trade
GYMNASIUM	Swinerton Builders	Moe Plumbing - Plumbing	1
TOTAL # OF APPRENTICES			1

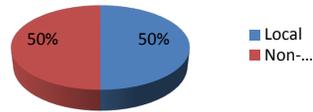
CHC	General Contractor Name	Contractor Name and Trade	Apprentices per Division of Work / Trade
CRAFTON CENTER	Bernard's	Procraft - Plumbing	1
		Anning-Johnson Company - Steel Deck	1
		Dominguez - Concrete	2
		Anderson Churnesky - Steel	5
		Team Finish - Concrete	2
		So Cal West Coast Electric - Electric	4
NEW SCIENCE BUILDING	Earl Corporation	Monteith Plumbing	4
		DeVries Construction	2
		Theisen Steel, Inc. - Steel	1
		Procraft - Plumbing	2
		West-Tech Mechanical, In.	3
OE2	Sinanian Development	Civil Works - Building Concrete & Rebar	5
		Platinum Construction - Framing	3
		Prime Fire - Fire Sprinkler	1
		Mack Construction - Plumbing	2
PE COMPLEX	Minco Corporation	N/A	No Apprentices Listed on Demographics Reporting
TOTAL # OF APPRENTICES			38

*This information is gathered from reports provided by the General Contractors. Kitchell / BRJ has not performed a labor compliance report or audit on this information.

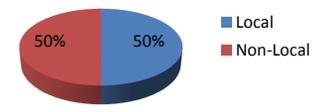
**ALL ACTIVE PROJECTS
September 2014**



**ALL ACTIVE PROJECTS
October 2014**



**ALL ACTIVE PROJECTS
November 2014**



	September 2014	October 2014	November 2014
San Bernardino County		1	
Alta Loma			1
Apple Valley			
Bloomington	1		
Chino			
Chino Hills			
Crestline	1		
Fontana	4	4	
Hesperia			
Highland			
Mentone			
Montclair			
Oak Hills	1		
Phelan			
Rancho Cucamonga	1	1	1
Rialto	2		
San Bernardino	7	5	1
Upland		1	1
Victorville	2	1	
Wrightwood	1	1	1
Yucaipa	2	2	1
Riverside County			
Beaumont	1	2	
Corona	2	2	2
Hemet			
Lake Elsinore		2	2
Menifee	1	1	1
Moreno Valley	1		1
Murrieta	1	2	3
Norco	2	1	1
Nuevo		1	
Perris			
Riverside	2	4	4
Sun City			1
Temecula			
Wildomar			
Winchester			
Unknown City*	4		
TOTAL LOCAL	36	31	21
Local Percent	59%	53%	50%

Other Counties			
Aliso Viejo			
Anaheim	1	4	3
Arcadia		1	1
Baldwin Park			
Belflower	1		
Brea			1
Covina	1	1	
Cypress	1		
Dana Point			1
Escondido	1		
Fallbrook			
Fountain Valley		1	
Garden Grove			
Glendale		1	
Glendora	1		
Hacienda Heights		1	
Hawthorne			1
Huntington Beach	1		
La Crescenta	1	1	1
Ladera Ranch	1	1	1
Lakewood	1		
Lancaster	1	1	
Long Beach	1	1	1
Los Angeles	4	2	
Montebello			
Norwalk			
Oceanside			
Orange	1	3	3
Pomona	1	2	1
San Diego			
San Dimas	1	2	2
San Gabriel			
San Juan Capistrano			
San Marcos			
San Pedro		1	1
Santa Ana			
South Gate			
Stanton	1		
Sunland	1	1	2
Sylmar			2
West Covina	1	1	
West Hills			
Unknown City*	3	3	
TOTAL NON-LOCAL	25	28	21
Non-Local Percent	41%	47%	50%
Veterans	0	0	0
Apprentice	3	0	0

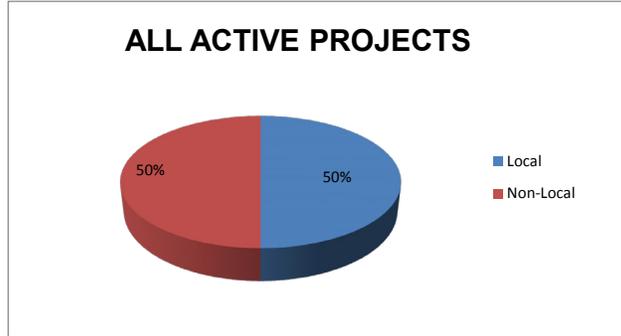
NOTE: SBVC Auditorium is listed as Unknown City, as specific numbers for each county/city are not provided since contract was issued before the requirements to provide this information.

Demographics Summary

November 2014

San Bernardino Valley College On-Site Labor Force

OVERALL		
Local	21	50%
Non-Local	21	50%
Total	42	

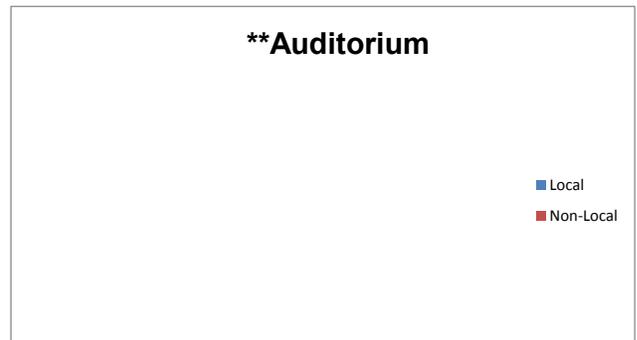
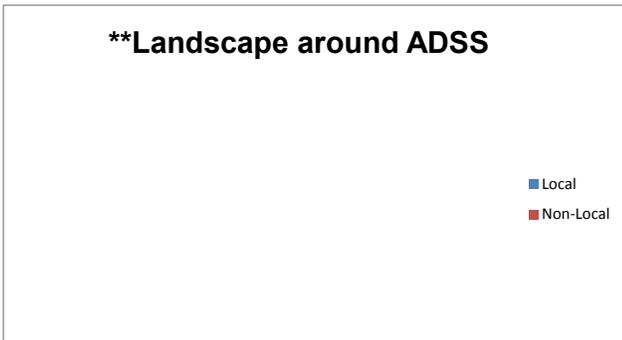


**In Close-out stage, no further labor reporting

LANDSCAPE AROUND ADSS		
Local	0	0%
Non-Local	0	0%
Total	0	

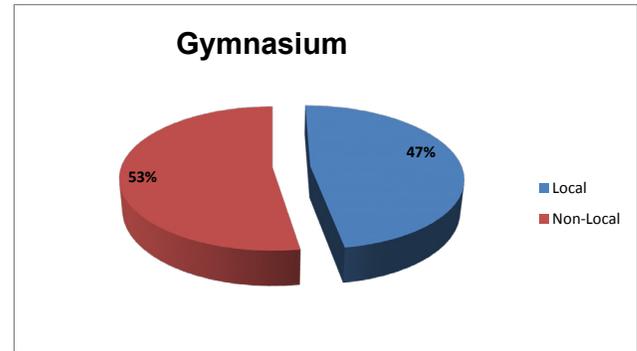
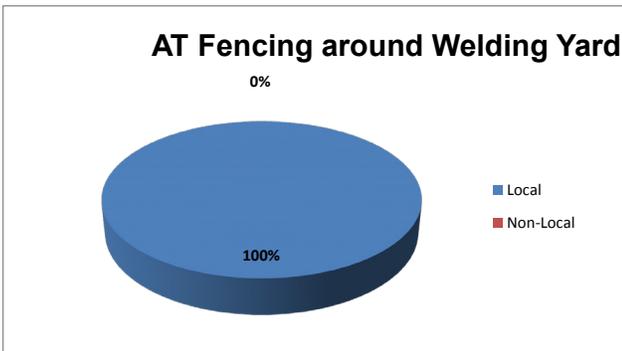
**In Close-out stage, no further labor reporting

AUDITORIUM		
Local	0	0%
Non-Local	0	0%
Total	0	



AT Fencing Around Welding Yard		
Local	2	100%
Non-Local	0	0%
Total	2	

Gymnasium		
Local	19	48%
Non-Local	21	53%
Total	40	



Notes:

- * Information is taken directly from contractor prepared sheets
- * How SBCCD tracked on-site labor force has evolved over time so reporting may be different from job to job. Overall though the numbers shown on the summary are local and non-local.

Auditorium

**In Close-out stage. no further labor reporting

Sep-13				
Veteran		1		
Apprentice		0		
San Bernardino	N/A	Local	6	75%
Riverside	N/A	Non-Local	2	25%
Other	N/A	Total	8	

Oct-13				
Veteran		1		
Apprentice		1		
San Bernardino	N/A	Local	8	80%
Riverside	N/A	Non-Local	2	20%
Other	N/A	Total	10	

Nov-13				
Veteran		1		
Apprentice		1		
San Bernardino	0	Local	12	80%
Riverside	0	Non-Local	3	20%
Other	0	Total	15	

Dec-13				
Veteran		1		
Apprentice		1		
San Bernardino	0	Local	6	86%
Riverside	0	Non-Local	1	14%
Other	0	Total	7	

Jan-14				
Veteran		1		
Apprentice		1		
San Bernardino	0	Local	21	88%
Riverside	0	Non-Local	3	13%
Other	0	Total	24	

Feb-14				
Veteran		1		
Apprentice		1		
San Bernardino	0	Local	25	76%
Riverside	0	Non-Local	8	24%
Other	0	Total	33	

Mar-14				
Veteran		1		
Apprentice		1		
San Bernardino	0	Local	27	75%
Riverside	0	Non-Local	9	25%
Other	0	Total	36	

Apr-14				
Veteran		1		
Apprentice		0		
San Bernardino	0	Local	30	67%
Riverside	0	Non-Local	15	33%
Other	0	Total	45	

****Auditorium
November 2014 - Complete**

■ Local
■ Non-Local

May-14				
Veteran		1		
Apprentice		4		
San Bernardino	0	Local	18	69%
Riverside	0	Non-Local	8	31%
Other	0	Total	26	

Jun-14				
Veteran		0		
Apprentice		7		
San Bernardino	0	Local	42	86%
Riverside	0	Non-Local	7	14%
Other	0	Total	49	

Jul-14				
Veteran		2		
Apprentice		9		
San Bernardino	0	Local	35	53%
Riverside	0	Non-Local	31	47%
Other	0	Total	66	

Aug-14				
Veteran		0		
Apprentice		1		
San Bernardino	0	Local	7	50%
Riverside	0	Non-Local	7	50%
Other	0	Total	14	

Sep-14				
Veteran		0		
Apprentice		1		
San Bernardino	0	Local	4	57%
Riverside	0	Non-Local	3	43%
Other	0	Total	7	

Oct-14				
Veteran		0		
Apprentice		0		
San Bernardino	0	Local	0	0%
Riverside	0	Non-Local	3	100%
Other	0	Total	3	

Gymnasium

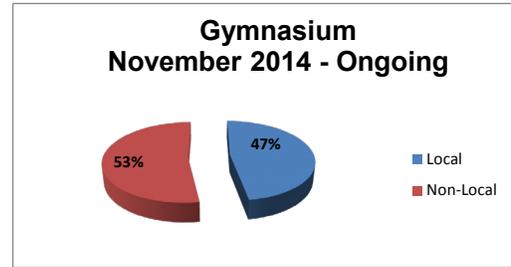
Jul-14			
Veteran	0		
Apprentice	12		
San Bernardino	16	Local	34 47%
Riverside	18	Non-Local	38 53%
Other	38	Total	72

Aug-14			
Veteran	0		
Apprentice	12		
San Bernardino	23	Local	45 56%
Riverside	22	Non-Local	35 44%
Other	35	Total	80

Sep-14			
Veteran	0		
Apprentice	1		
San Bernardino	15	Local	23 51%
Riverside	8	Non-Local	22 49%
Other	22	Total	45

Oct-14			
Veteran	0		
Apprentice	1		
San Bernardino	8	Local	21 46%
Riverside	13	Non-Local	25 54%
Other	25	Total	46

Nov-14			
Veteran	0		
Apprentice	0		
San Bernardino	5	Local	19 48%
Riverside	14	Non-Local	21 53%
Other	21	Total	40



PROJECT ONGOING

Landscape around ADSS

Sep-14			
Veteran	0		
Apprentice	0		
San Bernardino	5	Local	6 100%
Riverside	1	Non-Local	0 0%
Other	0	Total	6

Oct-14			
Veteran	0		
Apprentice	0		
San Bernardino	3	Local	4 100%
Riverside	1	Non-Local	0 0%
Other	0	Total	4

Nov-14			
Veteran	0		
Apprentice	0		
San Bernardino	0	Local	0 0%
Riverside	0	Non-Local	0 0%
Other	0	Total	0

PROJECT COMPLETE

**In Close-out stage. no further labor reporting

****Landscape around ADSS
November 2014 - Complete**

■ Local
■ Non-Local

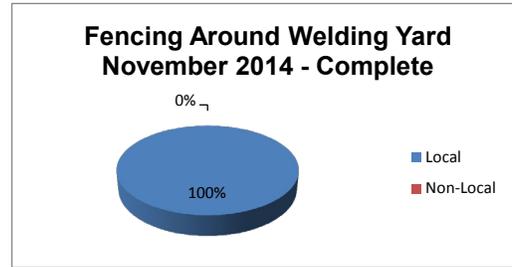
AT - Fencing around Welding Yard

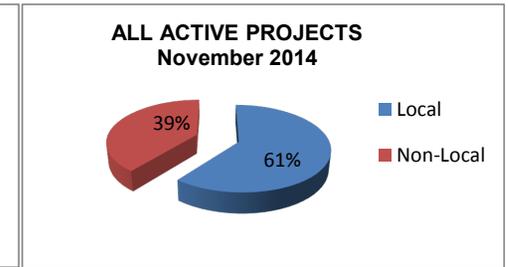
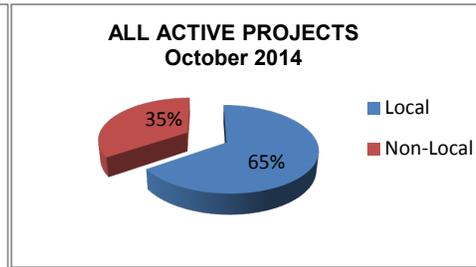
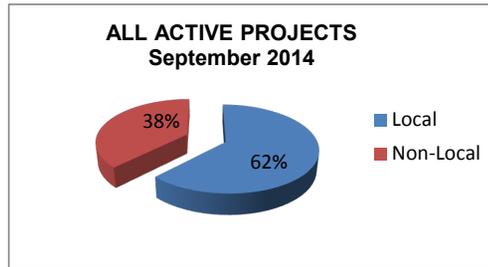
Sep-14			
Veteran	0		
Apprentice	0		
San Bernardino	1	Local	1 100%
Riverside	0	Non-Local	0 0%
Other	0	Total	1

Oct-14			
Veteran	0		
Apprentice	0		
San Bernardino	5	Local	6 100%
Riverside	1	Non-Local	0 0%
Other	0	Total	6

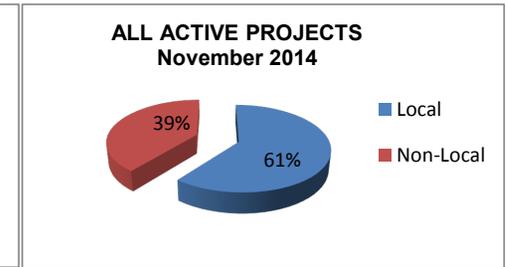
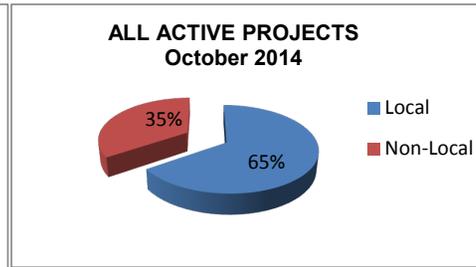
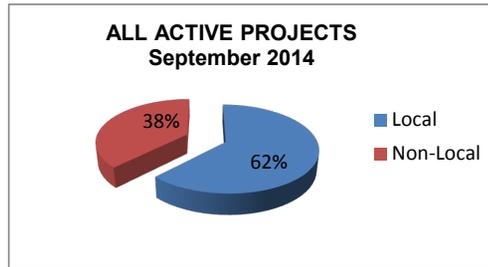
Nov-14			
Veteran	0		
Apprentice	0		
San Bernardino	1	Local	2 100%
Riverside	1	Non-Local	0 0%
Other	0	Total	2

PROJECT COMPLETE

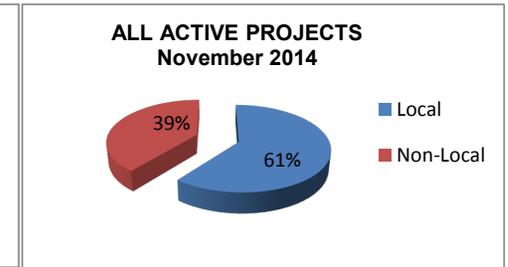
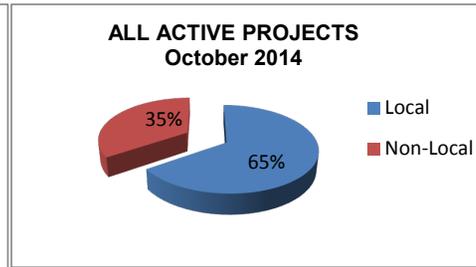
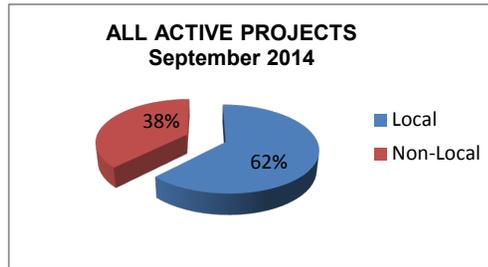




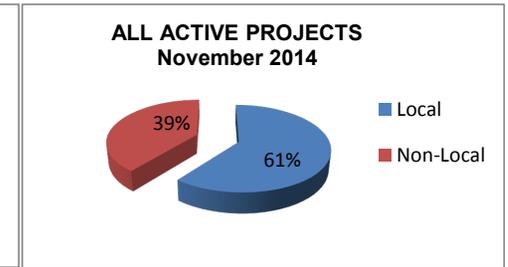
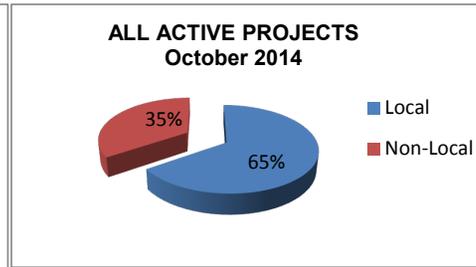
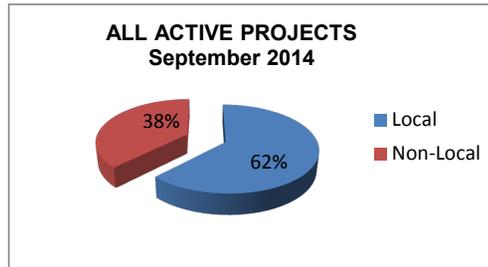
	September 2014	October 2014	November 2014
San Bernardino County			
Adelanto	1	1	1
Alta Loma	1	1	1
Apple Valley	2	8	5
Bloomington	1	1	1
Cedarpines Park	1		
Chino	2	1	
Chino Hills		1	1
Colton			1
Fontana	4	4	5
Grand Terrace			
Hesperia	4	5	5
Highland	4	6	4
Mentone			2
Morongo Valley			
Ontario	6	7	7
Phelan	1		
Pinon Hills	2	3	1
Rancho Cucamonga	3	5	6
Redlands	3	4	2
Rialto	4	3	5
San Bernardino	6	5	5
Upland			
Victorville	4	3	4
Yucaipa	4	3	6
Riverside County			
Banning			1
Beaumont	6	6	7
Cathedral City			
Cherry Valley		2	2
Coachella		1	1
Corona	6	5	4



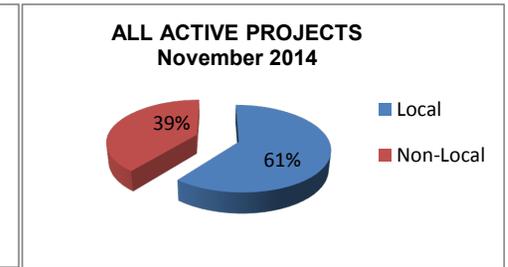
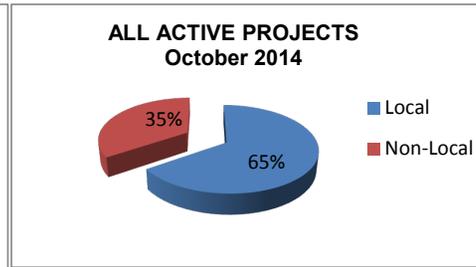
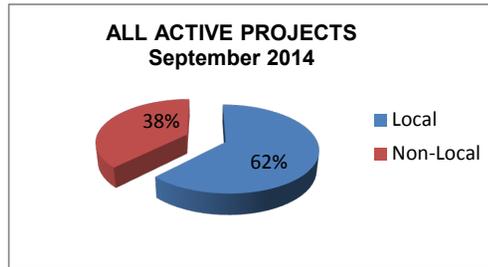
	September 2014	October 2014	November 2014
Eastvale			1
Hemet	2	2	3
Homeland			
Lake Elsinore	1	3	3
Menifee	1	1	1
Mira Loma	1	2	1
Moreno Valley	4	3	4
Murrieta		1	1
Nuevo		1	1
Palm Desert	1	2	1
Perris		1	1
Rancho Belago	1	1	
Riverside	25	24	22
San Jacinto	1	2	3
Temecula	3	6	5
Wildomar	1	3	4
TOTAL LOCAL	106	127	128
Local Percent	62%	65%	61%



	September 2014	October 2014	November 2014
Other Counties			
Anaheim			2
Artesia	1	1	1
Azusa	1	1	1
Baldwin Park			3
Bell			
Bell Gardens	1		
Buena Park		1	1
Carson			1
Cerritos			1
Chula Vista	2		
City Not Reported		3	
Commerce			
Compton	1	1	
Cypress		1	1
Downey	3	2	2
El Cajon	1		
El Monte	1	1	1
Escondido	3	1	
Fountain Valley			1
Fullerton	1		
Garden Grove	2		
Glendale			1
Hacienda Heights			2
Henderson	1	1	1
Hollywood			1
Huntington Beach	1	2	1
Huntington Park			1
La Habra	3	3	3
La Mirada	1		
La Puente			



	September 2014	October 2014	November 2014
Laguna Hills			
Laguna Woods		1	
Lake View Terrace	1	1	1
Lakewood		1	
Lancaster			1
Las Vegas	1	2	2
Long Beach	2	4	3
Los Angeles	4	3	7
Lynwood			
Maywood	1		
Monrovia	1	1	1
Montclair	1	1	1
Monterey Park	1	1	1
New Port Beach		1	1
North Hollywood		1	1
Norwalk		1	3
Oceanside	1		
Orange	5	3	1
Orange County*			
Oxnard	1	1	1
Pacoima			
Palmdale	1	1	1
Paramount		1	
Pasadena			
Pico Rivera	1		3
Placentia			1
Pomona	5	7	7
Rosemead			2
San Dimas	2	2	2
San Pedro	1	1	
San Ysidro	1		



	September 2014	October 2014	November 2014
Santa Ana	4	3	2
Santa Fe Springs	2	3	2
Serman Oaks	1	1	
South Gate			1
Stanton			1
Sylmar	1	1	2
Torrance		1	2
Tustin		2	2
Walnut			1
West Covina	1	2	2
Whittier			1
Wilmington	2	2	2
TOTAL NON-LOCAL	64	67	83
Non-Local Percent	38%	35%	39%
Veterans	7	0	7
Apprentice	21	16	32

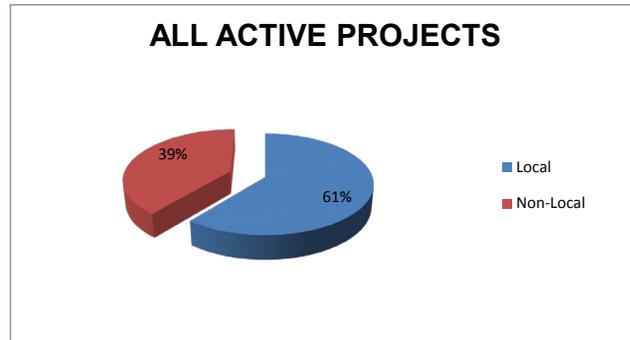
* Cities not included in Contractor monthly reporting

Demographics Summary

November 2014

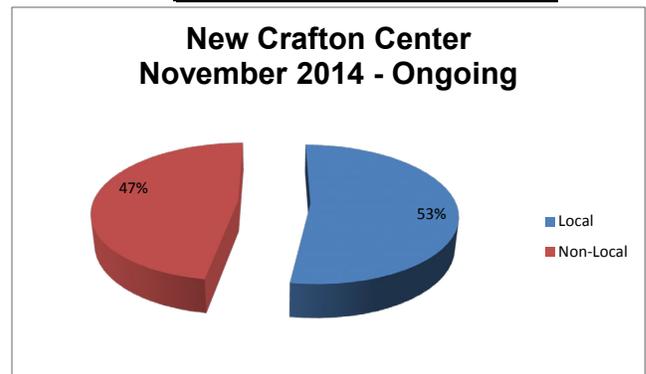
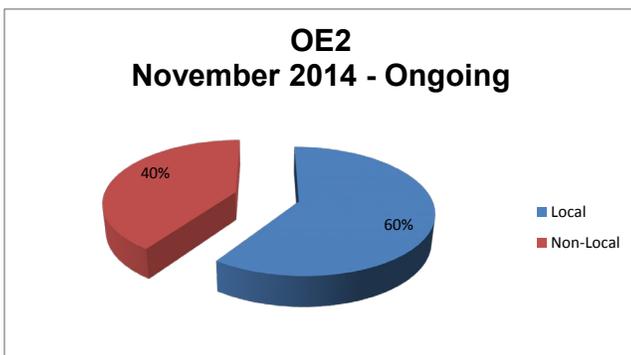
Crafton Hills College On-Site Labor Force

OVERALL		
Local	128	61%
Non-Local	83	39%
Total	211	

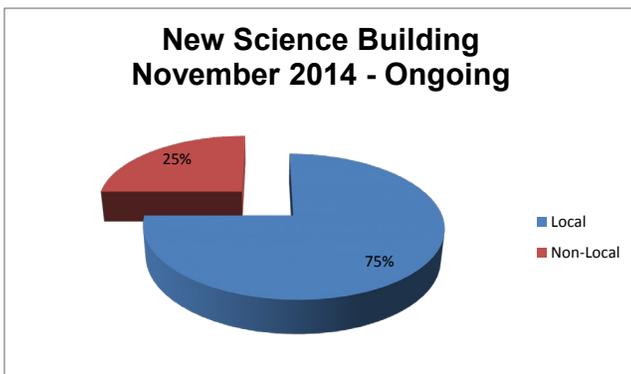


OE2 BUILDING		
Local	31	60%
Non-Local	21	40%
Total	52	

NEW CRAFTON CENTER		
Local	52	53%
Non-Local	47	47%
Total	99	



NEW SCIENCE BUILDING		
Local	45	75%
Non-Local	15	25%
Total	60	



OE2

Dec-13			
Veteran	0		
Apprentice	0		
San Bernardino	0	Local	0 0%
Riverside	0	Non-Local	0 0%
Other	0	Total	0

Jan-14			
Veteran	0		
Apprentice	0		
San Bernardino	1	Local	2 67%
Riverside	1	Non-Local	1 33%
Other	1	Total	3

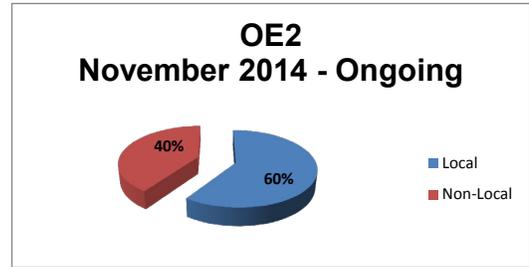
Feb-14			
Veteran	0		
Apprentice	0		
San Bernardino	7	Local	20 91%
Riverside	13	Non-Local	2 9%
Other	2	Total	22

Mar-14			
Veteran	0		
Apprentice	2		
San Bernardino	8	Local	17 94%
Riverside	9	Non-Local	1 6%
Other	1	Total	18

Apr-14			
Veteran	0		
Apprentice	4		
San Bernardino	5	Local	10 91%
Riverside	5	Non-Local	1 9%
Other	1	Total	11

May-14			
Veteran	0		
Apprentice	11		
San Bernardino	14	Local	32 73%
Riverside	18	Non-Local	12 27%
Other	12	Total	44

Jun-14			
Veteran	0		
Apprentice	8		
San Bernardino	13	Local	28 70%
Riverside	15	Non-Local	12 30%
Other	12	Total	40



Jul-14			
Veteran	0		
Apprentice	6		
San Bernardino	18	Local	33 66%
Riverside	15	Non-Local	17 34%
Other	17	Total	50

Aug-14			
Veteran	0		
Apprentice	6		
San Bernardino	9	Local	20 57%
Riverside	11	Non-Local	15 43%
Other	15	Total	35

Sep-14			
Veteran	0		
Apprentice	6		
San Bernardino	11	Local	32 49%
Riverside	21	Non-Local	33 51%
Other	33	Total	65

Oct-14			
Veteran	0		
Apprentice	8		
San Bernardino	13	Local	33 55%
Riverside	20	Non-Local	27 45%
Other	27	Total	60

Nov-14			
Veteran	3		
Apprentice	5		
San Bernardino	11	Local	31 60%
Riverside	20	Non-Local	21 40%
Other	21	Total	52

PROJECT ONGOING

PE Complex

Oct-13			
Veteran	0		
Apprentice	0		
San Bernardino	3	Local	12 71%
Riverside	9	Non-Local	5 29%
Other	5	Total	17

Nov-13			
Veteran	0		
Apprentice	1		
San Bernardino	7	Local	14 70%
Riverside	7	Non-Local	6 30%
Other	6	Total	20

Dec-13			
Veteran	0		
Apprentice	2		
San Bernardino	15	Local	26 81%
Riverside	11	Non-Local	6 19%
Other	6	Total	32

Jan-14			
Veteran	0		
Apprentice	1		
San Bernardino	9	Local	27 82%
Riverside	18	Non-Local	6 18%
Other	6	Total	33

Feb-14			
Veteran	0		
Apprentice	0		
San Bernardino	9	Local	27 82%
Riverside	18	Non-Local	6 18%
Other	6	Total	33

Mar-14			
Veteran	0		
Apprentice	0		
San Bernardino	7	Local	28 82%
Riverside	21	Non-Local	6 18%
Other	6	Total	34

Apr-14			
Veteran	0		
Apprentice	1		
San Bernardino	11	Local	30 81%
Riverside	19	Non-Local	7 19%
Other	7	Total	37

**PE Complex
November 2014 - Closed**

■ Local
■ Non-Local

May-14			
Veteran	0		
Apprentice	2		
San Bernardino	15	Local	36 78%
Riverside	21	Non-Local	10 22%
Other	10	Total	46

Jun-14			
Veteran	0		
Apprentice	0		
San Bernardino	14	Local	26 67%
Riverside	12	Non-Local	13 33%
Other	13	Total	39

Jul-14			
Veteran	0		
Apprentice	0		
San Bernardino	15	Local	22 71%
Riverside	7	Non-Local	9 29%
Other	9	Total	31

Aug-14			
Veteran	0		
Apprentice	0		
San Bernardino	0	Local	7 70%
Riverside	0	Non-Local	3 30%
Other	0	Total	10

Sep-14			
Veteran	0		
Apprentice	0		
San Bernardino	0	Local	0 0%
Riverside	0	Non-Local	0 0%
Other	0	Total	0

PROJECT CLOSED

New Science Building

Dec-13			
Veteran	0		
Apprentice	0		
San Bernardino		Local	0 0%
Riverside	0	Non-Local	0 0%
Other	0	Total	0

Jan-14			
Veteran	0		
Apprentice	0		
San Bernardino	2	Local	3 60%
Riverside	1	Non-Local	2 40%
Other	2	Total	5

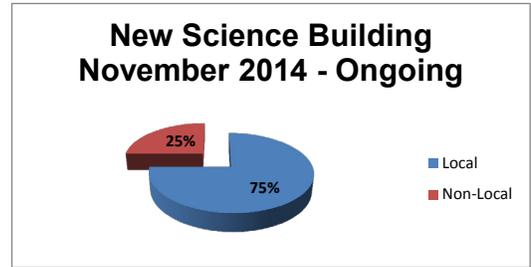
Feb-14			
Veteran	0		
Apprentice	0		
San Bernardino	4	Local	8 57%
Riverside	4	Non-Local	6 43%
Other	6	Total	14

Mar-14			
Veteran	0		
Apprentice	0		
San Bernardino	4	Local	8 53%
Riverside	4	Non-Local	7 47%
Other	7	Total	15

Apr-14			
Veteran	0		
Apprentice	0		
San Bernardino	12	Local	17 65%
Riverside	5	Non-Local	9 35%
Other	9	Total	26

May-14			
Veteran	0		
Apprentice	4		
San Bernardino	12	Local	21 58%
Riverside	9	Non-Local	15 42%
Other	15	Total	36

Jun-14			
Veteran	0		
Apprentice	7		
San Bernardino	13	Local	27 59%
Riverside	14	Non-Local	19 41%
Other	19	Total	46



Jul-14			
Veteran	0		
Apprentice	5		
San Bernardino	12	Local	22 51%
Riverside	10	Non-Local	21 49%
Other	21	Total	43

Aug-14			
Veteran	4		
Apprentice	10		
San Bernardino	23	Local	36 75%
Riverside	13	Non-Local	12 25%
Other	12	Total	48

Sep-14			
Veteran	4		
Apprentice	10		
San Bernardino	24	Local	41 73%
Riverside	17	Non-Local	15 27%
Other	15	Total	56

Oct-14			
Veteran	4		
Apprentice	10		
San Bernardino	31	Local	56 73%
Riverside	25	Non-Local	21 27%
Other	21	Total	77

Nov-14			
Veteran	1		
Apprentice	12		
San Bernardino	20	Local	45 75%
Riverside	25	Non-Local	15 25%
Other	15	Total	60

PROJECT ONGOING

New Crafton Center

May-14			
Veteran	0		
Apprentice	0		
San Bernardino	9	Local	12 100%
Riverside	3	Non-Local	0 0%
Other	0	Total	12

Jun-14			
Veteran	0		
Apprentice	1		
San Bernardino	7	Local	15 79%
Riverside	8	Non-Local	4 21%
Other	4	Total	19

Jul-14			
Veteran	0		
Apprentice	1		
San Bernardino	11	Local	17 71%
Riverside	6	Non-Local	7 29%
Other	7	Total	24

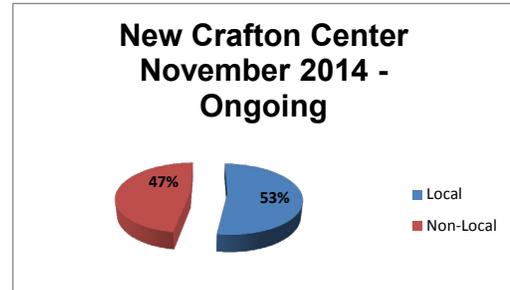
Aug-14			
Veteran	3		
Apprentice	5		
San Bernardino	24	Local	34 83%
Riverside	10	Non-Local	7 17%
Other	7	Total	41

Sep-14			
Veteran	3		
Apprentice	5		
San Bernardino	18	Local	33 67%
Riverside	15	Non-Local	16 33%
Other	16	Total	49

Oct-14			
Veteran	3		
Apprentice	5		
San Bernardino	17	Local	38 67%
Riverside	21	Non-Local	19 33%
Other	19	Total	57

Nov-14			
Veteran	3		
Apprentice	15		
San Bernardino	31	Local	52 53%
Riverside	21	Non-Local	47 47%
Other	47	Total	99

PROJECT ONGOING



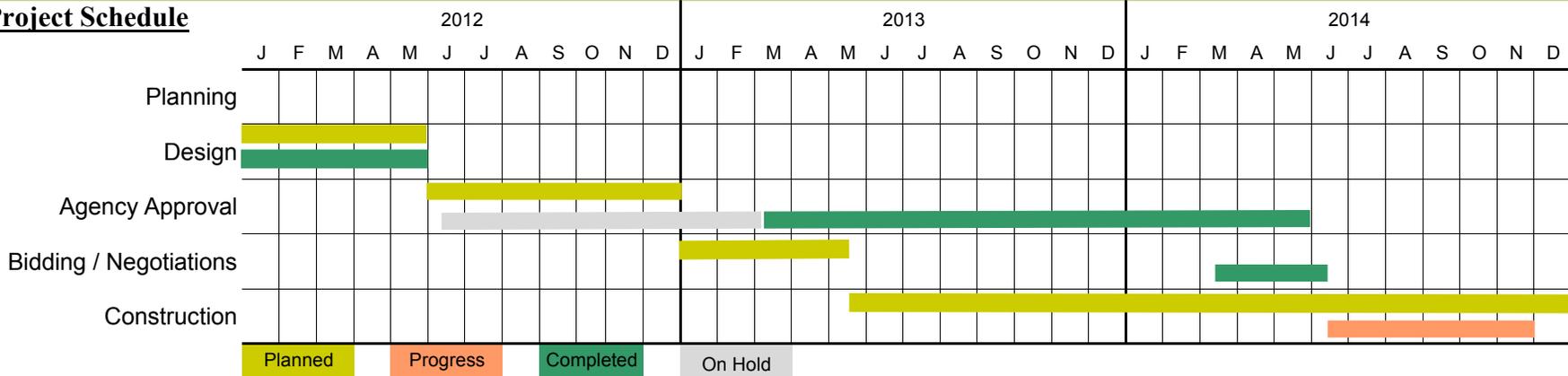
**Project
Program**

Gymnasium and Stadium
SBCCD Measure M Bond Program - Valley College

Report Date: November 30, 2014
Report By: Hussain Agah, Sr. Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	56,023,372.93	81.91%	* 2,360,129.29	4.21%	56,023,372.93	100.00%	0.00	0.00%
Project Soft Costs	12,372,665.07	18.09%	6,657,023.57	53.80%	12,831,377.07	103.71%	(458,712.00)	-3.71%
Total Project	68,396,038.00	100.00%	9,017,152.86	13.18%	68,854,750.00	100.67%	(458,712.00)	-0.67%
*NOTE: Hard Costs for Remodel Demo & Men's Locker Renovation				Note: Soccer Field included in Gym Project				
Change Orders to Date	* No. 5	* Change Order	292,299.00	* Change Amend.	0.00	0.52% of Hard Costs		*

Project Schedule



Progress Photos



North East Side of Building Excavation



Elevator Pit at South West Side



Over Excavation of Path Ways on West Side

Project
Program

Gymnasium and Stadium
SBCCD Measure M Bond Program - Valley College

Report Date: November 30, 2014
Report By: Hussain Agah, Sr. Project Manager

Progress This Period

Gym Project

- Mass grading and over-excavation operation completed for Main Building (Building A)
- Select soil import for backfilling and compaction and building pad certification
- Hauling off excessive native expansive soil off the Campus
- Construction submittals and DSA deferred approval submittals
- Construction Baseline schedule reviewed and returned for correction
- Structural steel and caisson rebar cages fabrication continue at the shop

Items to Resolve

Gym Project

Work Planned Next Period

Gym Project

- Start driving piles, installation of piles and pile caps for Building A
- Concrete pour for piles and grade beams for Building A
- Resubmit construction baseline schedule for review and approval
- Obtain approval for DSA deferred submittals

Notes

Gym Project

- Due to the wet soil unforeseen conditions uncovered last month, the project lost few days. Upon receiving the schedule update, the schedule update will be reviewed, analyzed and proper recommendation developed.

Project

Gymnasium and Stadium

Report Date:

November 30, 2014

Program

SBCCD Measure M Bond Program - Valley College

Report By:

Hussain Agah, Sr. Project Manager

Data From November 2014

Total Number of Workers: 40

San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Alta Loma	1	Corona	2	Anaheim	3
Rancho Cucamonga	1	Lake Elsinore	2	Arcadia	1
San Bernardino	1	Menifee	1	Brea	1
Upland	1	Murrieta	3	Dana Point	1
Wrightwood	1	Norco	1	Hawthorne	1
		Riverside	4	La Crescenta	1
		Sun City	1	Ladera Ranch	1
				Long Beach	1
				Orange	3
				Pomona	1
				San Dimas	2
				San Pedro	1
				Sunland	2
				Sylmar	2
Total	5	Total	14	Total	21

Project
Program

Auditorium Renovation
SBCCD Measure M Bond Program - Valley College

Report Date: November 30, 2014
Report By: Hussain Agah, Project Manager

Progress This Period

- DSA Closeout, 50% complete
- Closeout documentation process, 95%
- Commissioning Report for the MEP system has been submitted to the Contractor for review and corrections, 95% complete
- Punch list of Audio/Visual Equipment, 95% complete
- LEED documentation process, 65% complete

Items to Resolve

- Architect submitted CCD 31 to DSA for the Stage Orchestra Pit Filler as of 11/7/2014. This is the only pending CCD with DSA.

Work Planned Next Period

- Continue DSA closeout process
- Continue closeout documentation process
- Commissioning comments to be addressed by Contractor and Commissioning Closeout Report to be completed

Notes

Project

Auditorium Renovation

Report Date:

November 30, 2014

Program

SBCCD Measure M Bond Program - Valley College

Report By:

Hussain Agah, Project Manager

Data from November 2014

Total Numbers of Workers: 0

Certified Payroll Wages are not being monitored for local subcontractor and employees, as this contract was awarded prior to establishment of the Local Hire board policy. Information is taken directly from contractor prepared sheets. How SBCCD tracked on-site labor force has evolved over time so reporting may be different from job to job

Local
0 Workers

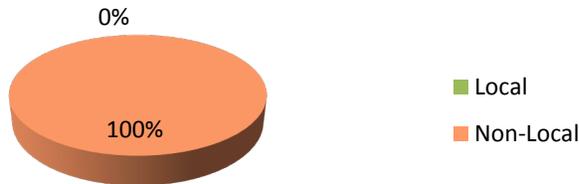
Non-Local
0 Workers

Data From November 2014

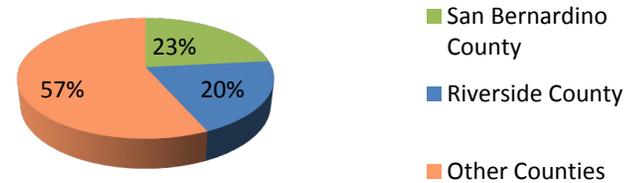
Total Number of Subcontractors: 30

Number of Subcontractors from San Bernardino County	7	Number of Subcontractors from Riverside County	6	Number of Subcontractors from Other Counties	17
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Total Number of Workers



Total Number of Subcontractors



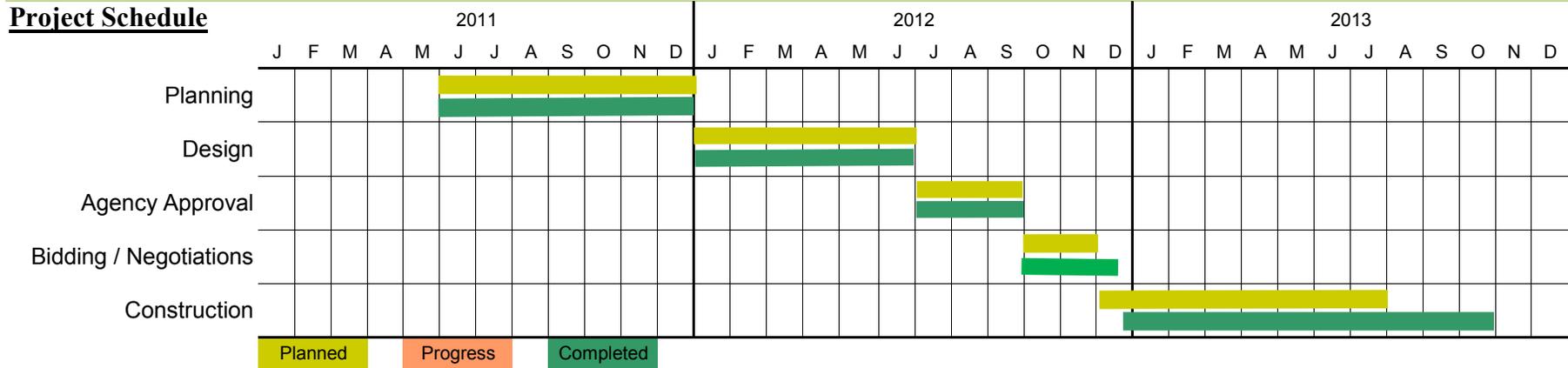
Project ADA Upgrade (Site Signage included in Project Budget Amount)
Program SBCCD Measure M Bond Program - Valley College

Report Date: November 30, 2014
 Report By: Hussain Agah, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	2,744,382.59	65.91%	* 2,099,691.25	76.51%	2,358,368.22	85.93%	386,014.37	14.07%
Project Soft Costs	1,419,758.41	34.09%	1,179,562.09	83.08%	1,196,475.31	84.27%	223,283.10	15.73%
Total Project	4,164,141.00	100.00%	3,279,253.34	78.75%	3,554,843.53	85.37%	609,297.47	14.63%

*** Note: Hard costs for ADA = \$679,301.46; Moved \$225,000 to Tech Building for ADA; Moved \$125,000 to Gymnasium for ADA**

Change Orders to Date	* No.	4	* Change Order	73,471.58	* Change Amend.	34,333.00	9.01% of Hard Costs	* Appl ies t o ADA
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Progress Photos



Planting and Mulch Install at North Side of ADSS Building



Planter at East Side of ADSS Building



Final work for Landscape around Admin. Bldg.

Project **ADA Upgrade (Site Signage included in Project Budget Amount)**
Program SBCCD Measure M Bond Program - Valley College

Report Date: November 30, 2014
Report By: Hussain Agah, Project Manager

Progress This Period

ADA Upgrades Project

Complete

Miscellaneous Site Work Project

Complete

Landscape around Administration / Student Services Building

- Punch list walk with Campus Representatives took place.
- Dead and struggling plants replaced
- Punch list items resolved

Items to Resolve

ADA Upgrades Project

None

Miscellaneous Site Work Project

None

Landscape around Administration / Student Services Building

None

Work Planned Next Period

ADA Upgrades Project

Complete

Miscellaneous Site Work Project

Complete

Landscape around Administration / Student Services Building

- Complete Project Close Out

Notes

ADA Upgrades Project

- Project Complete

Miscellaneous Site Work Project

- Project Complete

Landscape around Administration / Student Services Building

Project ADA Upgrade (Site Signage included in Project Budget Amount)
Program SBCCD Measure M Bond Program - Valley College

Report Date: November 30, 2014
 Report By: Hussain Agah, Project Manager

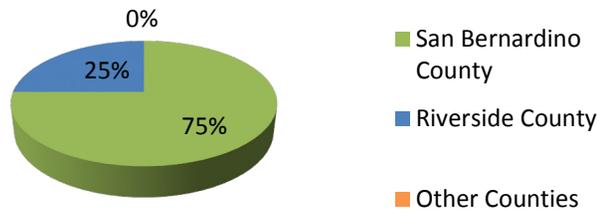
Data From November 2014 **Total Number of Workers: 4**

San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
San Bernardino	2	Beaumont	1		
Fontana	1				
Total	3	Total	1	Total	0

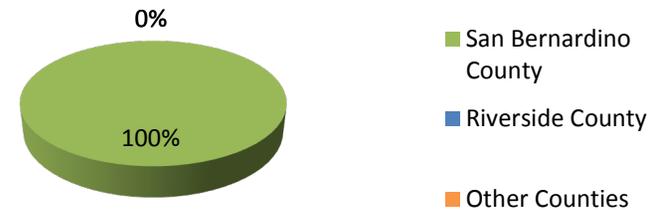
Data From November 2014 **Total Number of Subcontractors: 1**

San Bernardino County		Riverside County		Other Counties	
Number of Subcontractors from San Bernardino County	1	Number of Subcontractors from Riverside County	0	Number of Subcontractors from Other Counties	0

Total Number of Workers



Total Number of Subcontractors



Project

Applied Technology Building (AT)

Report Date:

November 30, 2014

Program

SBCCD Measure M Bond Program - Valley College

Report By:

Sweta Dedania, Project Manager

Progress This Period

Phase I

- Obtained Bid Milestone Approval
- Finalized front end documents
- Advertisements placed for November 11th and November 20th
- Project Team finalized interim logistics for academic program
- Began coordination of move services; provided containers for storage

Phase II

- Meeting held November 10th for user group to provide input and opinion on current situation and other options for scope to be considered

Security Lighting

Exterior Building Signage

Fencing at Welding Yard

- Contractor installed new fencing, with multiple gates, around Welding Yard
- Punch Walk took place.

Items to Resolve

- Due to DSA implications, additional funding will be needed to provide cooling to the classrooms. Budget forecast sheet has been provided for District review and approval
- District and Campus to decide Master Planning of the Applied Technology Building. Decision needs to be made whether the current building will receive additional funds right now to repair some building issues, or to wait until more bond monies are sold in order to be priority for a building replacement when additional funds have been identified

Work Planned Next Period

Phase I

- Mandatory Job Walk scheduled for December 1st, 2014
- Place RFP for Move Services; Jobwalk to occur early December
- Place RFP for construction of infrastructure needed for the interim academic program; Jobwalk to occur early December
- Bids are due December 12th, 2014

Phase II

- Awaiting master planning decision, with possible funding approval, from District
- Compiling all user group comments for discussion with Campus Admin.

Security Lighting

Exterior Building Signage

Fencing at Welding Yard

- Closeout documents
- Address Punchlist items

Notes

Phase I

- The original project scope is based on the LPA and HMC Fire, Life and Safety Assessment

Phase II

Security Lighting

- Project Complete

Exterior Building Signage

- Project Complete

Fencing at Welding Yard

Project
Program

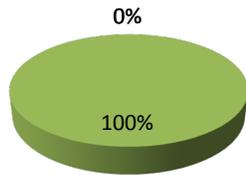
Applied Technology Building (AT)
SBCCD Measure M Bond Program - Valley College

Report Date: November 30, 2014
Report By: Sweta Dedania, Project Manager

Data From November 2014		Total Number of Workers: 2			
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Moreno Valley	1				
Yucaipa	1				
Total	2	Total	0	Total	0

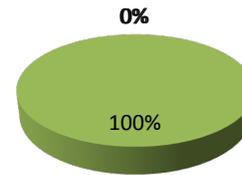
Data From November 2014		Total Number of Subcontractors: 2			
Number of Subcontractors from San Bernardino County		Number of Subcontractors from Riverside County		Number of Subcontractors from Other Counties	
	2		0		0

Total Number of Workers



- San Bernardino County
- Riverside County
- Other Counties

Total Number of Subcontractors



- San Bernardino County
- Riverside County
- Other Counties

Project
Program

New Science Building
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
Report By: Monica Garza, Project Manager

Progress This Period

- Submitted DSA deferred approval for precast panel (approved by DSA), curtain walls re-submittal to DSA. Elevator guardrails re-submittal to DSA. Metal panels re-submittal returned from DSA.
- Welding of metal decking, 1st floor and 2nd floor at the Lab Wing Building
- Underslab utility installation 1st floor and 2nd floor at the Lab Wing Building
- Install slab on deck rebar on 1st floor at the Lab Wing Building
- Install slab on deck rebar on 2nd floor at the Lab Wing Building
- Continue welding of structural steel at the Lecture Wing Building

Items to Resolve

- Due to complexity of the project, nature of the site, logistical issues and accessibility to construction site, the current schedule update is shown behind schedule
- Discussions are in progress for the GC to provide accurate recovery schedule and to inform the District of any potential delays

Work Planned Next Period

- Continue project submittal and RFI processing
- Continue underground utilities installation outside Lab Wing Building
- Place and finish concrete at the roof 1st floor and 2nd floor Lab Wing Building
- Install floor protection on the slab at 1st and 2nd floor at the Lab Wing Building

Notes

- Attorney for the District is assisting in the complex issues of delay

Project
Program

New Science Building
SBCCD Measure M Bond Program - Crafton Hills College

Report Date:
Report By:

November 30, 2014
Monica Garza, Project Manager

Data From November 2014		Total Number of Workers: 60			
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Chino Hills	1	Beaumont	2	Cypress	
Alta Loma	1	Cherry Valley	1	Henderson, NV	
Apple Valley	3	Corona	1	Huntington Beach	
Cedarpines Park		Hemet	2	La Habra	2
Chino		Lake Elsinore	1	La Mirada	
Fontana		Menifee	1	Las Vegas, NV	
Hesperia		Mira Loma	1	Long Beach	2
Highland	2	Moreno Valley		Lynwood	
Ontario	2	Murrieta		Monrovia	1
Pinon Hills		Nuevo	1	Monterey Park	1
Rancho Cucamonga	5	Palm Desert		Newport Beach	1
Redlands		Riverside	11	Norwalk	1
Rialto		Temecula	2	Orange	1
San Bernardino	4	San Jacinto	1	Paramount	
Victorville		Banning	1	Pasadena	
Yucaipa	2			Pomona	1
				San Dimas	1
				Santa Ana	1
				Tustin	1
				Wilmington	2
Total	20	Total	25	Total	15

Data From November 2014		Total Number of Subcontractors: 31																		
Number of Subcontractors from San Bernardino County	6	Number of Subcontractors from Riverside County	9	Number of Subcontractors from Other Counties	16															
<p>Total Number of Workers</p> <table border="1"> <caption>Total Number of Workers</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>33%</td> </tr> <tr> <td>Riverside County</td> <td>42%</td> </tr> <tr> <td>Other Counties</td> <td>25%</td> </tr> </tbody> </table>		County	Percentage	San Bernardino County	33%	Riverside County	42%	Other Counties	25%		<p>Total Number of Subcontractors</p> <table border="1"> <caption>Total Number of Subcontractors</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>19%</td> </tr> <tr> <td>Riverside County</td> <td>29%</td> </tr> <tr> <td>Other Counties</td> <td>52%</td> </tr> </tbody> </table>		County	Percentage	San Bernardino County	19%	Riverside County	29%	Other Counties	52%
County	Percentage																			
San Bernardino County	33%																			
Riverside County	42%																			
Other Counties	25%																			
County	Percentage																			
San Bernardino County	19%																			
Riverside County	29%																			
Other Counties	52%																			

**Project
Program**

New Crafton Center/****

SBCCD Measure M Bond Program - Crafton Hills College
*Includes Library Demo*Includes Circuit A

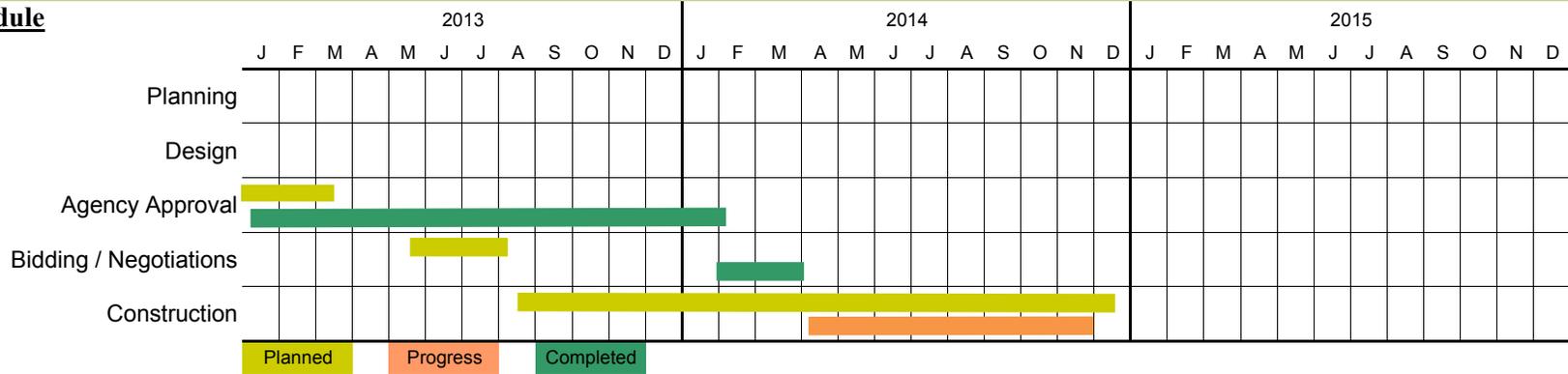
Report Date: November 30, 2014
Report By: Leilani Nunez, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs **	25,141,199.83	80.20% *	3,738,468.69	14.87%	24,704,977.40	98.26%	436,222.43	1.74%
Project Soft Costs	6,205,928.17	19.80%	4,086,249.83	65.84%	6,601,716.81	106.38% *	(395,788.64)	-6.38%
Total Project	31,347,128.00	100.00%	7,824,718.52	24.96%	31,306,694.21	99.87%	40,433.79	0.13%

*** Note: Funds were transferred from Campus Contingency to cover overage in selection of new architect**

Change Orders to Date * No. 1 * Discretionary 3,502.49 * Non-Discretionary 0.00 0.00% of Hard Costs *

Project Schedule



Progress Photos



Slab on Grade



Rendering of East Side of Building



Exterior Framing

Project
Program

New Crafton Center*/**
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
Report By: Leilani Nunez, Project Manager

Progress This Period

- Team is processing deferred approved submittals with agency
- Structural steel welding is complete
- Site work continuing in Lot C
- Slab on grade poured
- Second floor deck poured
- Exterior framing continues
- Interior framing started on first floor
- Overhead mechanical, electrical, and plumbing started

Items to Resolve

Work Planned Next Period

- Continue submittal and RFI processing
- Expect to have approval from agency for all deferred submittals
- Overhead mechanical, electrical, and plumbing complete
- Start rough-in at interior walls for plumbing, electrical, and low voltage
- Exterior framing complete
- Interior framing at second floor started
- Roof curbs and deck poured

Notes

Project
Program

New Crafton Center
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
Report By: Leilani Nunez, Project Manager

Data From November 2014

Total Numbers of Workers: 99

San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Rancho Cucamonga	1	Wildomar	2	Las Vegas NV	2
Redlands	1	Moreno Valley	3	Torrance	2
Apple Valley	2	Lake Elsinore	2	La Habra	1
Hesperia	3	Riverside	4	Los Angeles	2
Victorville	4	Beaumont	5	Pico Rivera	2
Highland	1	Perris	1	Azusa	1
Ontario	2	Palm Desert	1	Pomona	3
Adelanto	1	Hemet	1	Downey	1
Bloomington	1	Coachella	1	San Dimas	1
San Bernardino	1	Murrieta	1	Oxnard	1
Yucaipa	2	Temecula		Carson	1
Fontana	4			Montclair	1
Colton	1			Sante Fe Springs	2
Pinon Hills	1			West Covina	2
Phelan				Glendale	1
Rialto	4			Henderson, NV	1
Mentone	2			Sylmar	1
				Baldwin Park	3
				Huntington Park	1
				Hollywood	1
				North Hollywood	1
				Buena Park	1
				Cypress	1
				Rosemead	1
				Long Beach	1
				Hacienda Heights	2
				Whittier	1
				Placentia	1
				Tustin	1
				Lancaster	1
				El Monte	1

Project

New Crafton Center

Report Date:

November 30, 2014

Program

SBCCD Measure M Bond Program - Crafton Hills College

Report By:

Leilani Nunez, Project Manager

Data From November 2014

Total Numbers of Workers: 99

San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
				South Gate	1
				Anaheim	1
				Palmdale	1
				Norwalk	2
Total	31	Total	21	Total	47

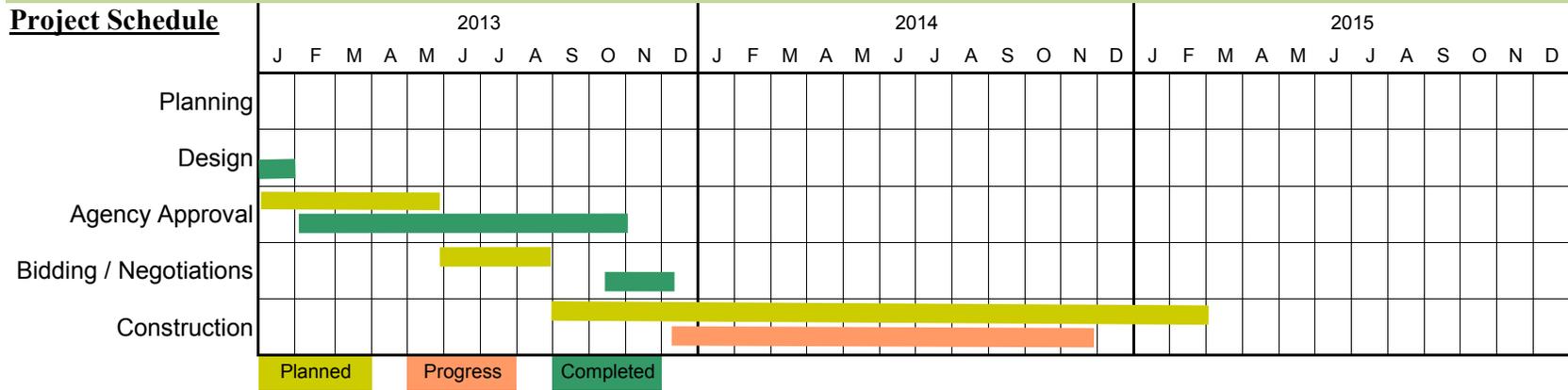
Data From November 2014		Total Number of Subcontractors: 44																			
Number of Subcontractors from San Bernardino County	12	Number of Subcontractors from Riverside County	16	Number of Subcontractors from Other Counties	16																
<p>Total Number of Workers</p> <table border="1"> <caption>Total Number of Workers</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>31%</td> </tr> <tr> <td>Riverside County</td> <td>21%</td> </tr> <tr> <td>Other Counties</td> <td>48%</td> </tr> </tbody> </table>		County	Percentage	San Bernardino County	31%	Riverside County	21%	Other Counties	48%	<p>Total Number of Subcontractors</p> <table border="1"> <caption>Total Number of Subcontractors</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>27%</td> </tr> <tr> <td>Riverside County</td> <td>37%</td> </tr> <tr> <td>Other Counties</td> <td>36%</td> </tr> </tbody> </table>				County	Percentage	San Bernardino County	27%	Riverside County	37%	Other Counties	36%
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Riverside County	21%																				
Other Counties	48%																				
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San Bernardino County	27%																				
Riverside County	37%																				
Other Counties	36%																				

**Project
Program**

Occupational Education 2 (OE2) Building
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
Report By: Nicholas Farano, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	18,071,142.62	77.49%	5,279,680.02	29.22%	18,071,142.62	100.00%	0.00	0.00%
Project Soft Costs	5,249,663.38	22.51%	3,174,454.97	60.47%	5,249,663.38	100.00%	0.00	0.00%
Total Project	23,320,806.00	100.00%	8,454,134.99	36.25%	23,320,806.00	100.00%	0.00	0.00%
Change Orders to Date * No. 2 * Change Order 123,511.78 * Change Amend. 38,321.93 0.68% of Hard Costs *								



Progress Photos



Rendering of new OE2 Building



West wing exterior framing



Water storage tank

Project
Program

Occupational Education 2 (OE2) Building
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
Report By: Nicholas Farano, Project Manager

Progress This Period

Building Package

- West wing 1st floor exterior and interior framing
- West wing 1st floor rough MEP overhead installation
- West & east wing 2nd floor concrete deck placement
- East wing 2nd floor exterior and interior framing
- West wing 2nd floor exterior and interior framing
- West & east wing 2nd floor rough MEP overhead installation
- Site wall forming and rebar installation
- Underground fire pump tank installation
- Underground filter tank installation
- HVAC Air Handler Unit Placement

Items to Resolve

- Timeline for walkway adjacent to Bookstore classroom demolition and concrete placement: Original plan was to complete this work during summer, but with classes scheduled for the summer semester in adjacent classrooms, work couldn't take place. Project team working on identifying alternative timing that will work for all parties

Work Planned Next Period

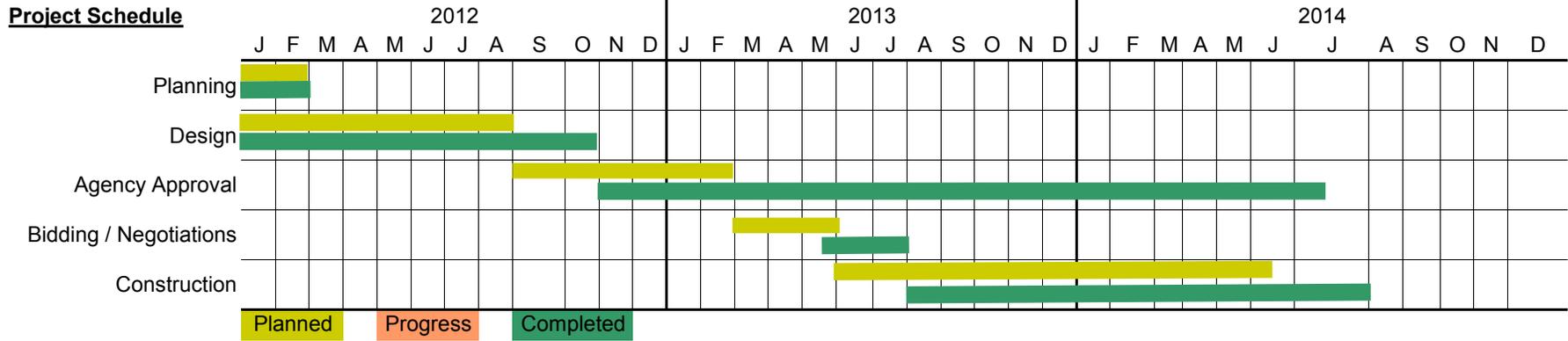
Building Package

- Continue project submittal and RFI processing
- West wing 2nd floor exterior and interior framing
- West wing 2nd floor rough MEP overhead installation
- East wing 2nd floor exterior and interior framing
- West wing 2nd floor rough MEP overhead installation
- West and east wing roofing installation
- West & east wing 1st & 2nd floor exterior sheathing
- Spray wall concrete mock up installation
- Exterior skin mock up installations
- Electrical room CMU veneer installation
- Rough carpentry and roofing installation

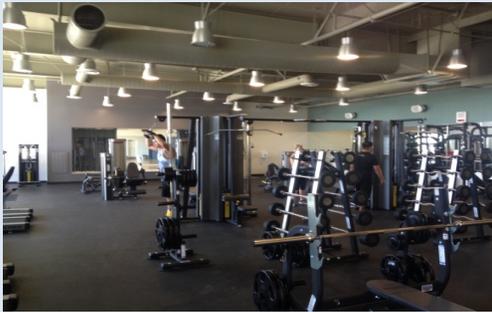
Notes

Data From November 2014		Total Number of Subcontractors: 24																			
Number of Subcontractors from San Bernardino County	5	Number of Subcontractors from Riverside County	2	Number of Subcontractors from Other Counties	17																
<p>Total Number of Workers</p> <table border="1"> <caption>Total Number of Workers</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>23%</td> </tr> <tr> <td>Riverside County</td> <td>32%</td> </tr> <tr> <td>Other Counties</td> <td>45%</td> </tr> </tbody> </table>		County	Percentage	San Bernardino County	23%	Riverside County	32%	Other Counties	45%	<p>Total Number of Subcontractors</p> <table border="1"> <caption>Total Number of Subcontractors</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>21%</td> </tr> <tr> <td>Riverside County</td> <td>8%</td> </tr> <tr> <td>Other Counties</td> <td>71%</td> </tr> </tbody> </table>				County	Percentage	San Bernardino County	21%	Riverside County	8%	Other Counties	71%
County	Percentage																				
San Bernardino County	23%																				
Riverside County	32%																				
Other Counties	45%																				
County	Percentage																				
San Bernardino County	21%																				
Riverside County	8%																				
Other Counties	71%																				

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	5,087,499.57	73.18%	4,439,404.91	87.26%	5,036,252.03	98.99%	51,247.54	1.01%
Project Soft Costs	1,864,581.04	26.82%	1,740,308.69	93.34%	2,035,316.39	109.16%	(170,735.35)	-9.16%
Total Project	6,952,080.61	100.00%	6,179,713.60	88.89%	7,071,568.42	101.72%	(119,487.81)	-1.72%
Change Orders to Date	* No	4	* Change Order	99,009.46	* Change Amend.	0.00	0.00% of Hard Costs	1.95%



Progress Photos



Fitness Center



Front Elevation

**Project
Program**

PE Complex
SBCCD Measure M Bond Program - Crafton Hills College

Report Date:
Report By:

November 30, 2014
Leilani Nunez, Project Manager

Progress This Period

- Close-out documents in process
- LEED: Design submission to agency

Items to Resolve

- RFP will be issued to provide screen walls on the building to address safety issue - separate project

Work Planned Next Period

- Retention Billing
- Close out documentation
- File NOC - Notice of completion

Notes

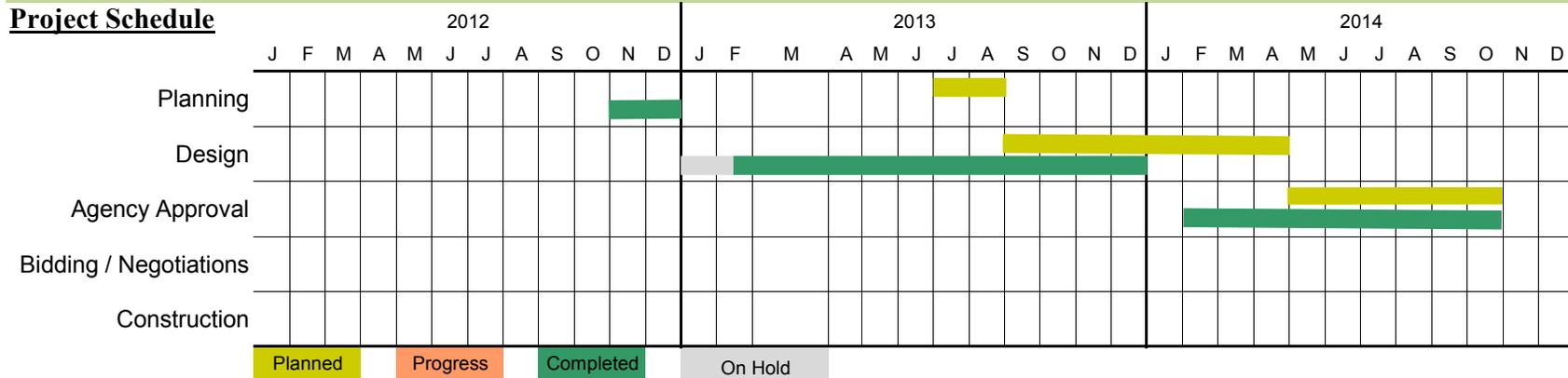
Project Laboratory/Administration Renovation (LADM)
Program SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
 Report By: Brooke Duncan, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	12,057,810.18	77.58%	0.00	0.00%	12,057,810.18	100.00% *	0.00	0.00%
Project Soft Costs	3,483,800.82	22.42%	1,258,744.06	36.13%	3,463,865.52	99.43% *	19,935.30	0.57%
Total Project	15,541,611.00	100.00%	1,258,744.06	8.10%	15,521,675.70	99.87%	19,935.30	0.13%

***Note: Includes Chiller Relocation**

Change Orders to Date * No. 1 * Change Order (1,754.66) * Change Amend. 0.00 0.00% of Hard Costs *



Progress Photos

1st Floor

2nd Floor

3rd Floor

Exterior Photo of North elevation

Project
Program

Laboratory/Administration Renovation (LADM)
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
Report By: Brooke Duncan, Project Manager

Progress This Period

- DSA Agency approval obtained and completed
- Design is complete and sign-off

Items to Resolve

- N/A

Work Planned Next Period

- Project will bid in Fall of 2015

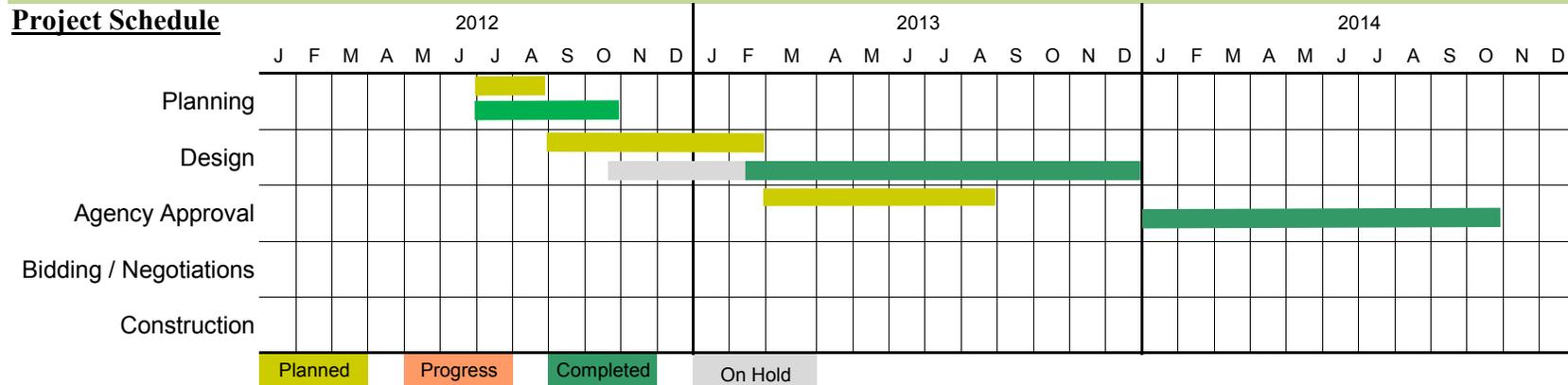
Notes

Project Student Services A (SSA) Renovation
Program SBCCD Measure M Bond Program - Crafton Hills College

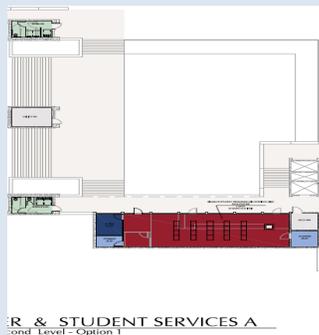
Report Date: November 30, 2014
 Report By: Brooke Duncan, Project Manager

<u>Project Budget</u>	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	5,549,055.30	73.18%	0.00	0.00%	5,549,055.30	100.00%	*	0.00 0.00%
Project Soft Costs	2,033,411.70	26.82%	652,448.99	32.09%	2,033,411.70	100.00%	*	0.00 0.00%
Total Project	7,582,467.00	100.00%	652,448.99	8.60%	7,582,467.00	100.00%		0.00 0.00%

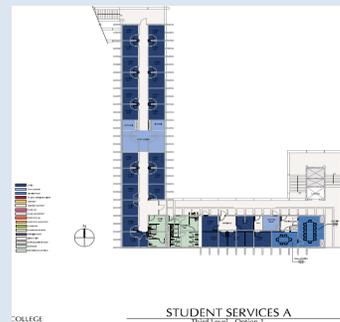
***NOTE: Includes Fire Alarm Upgrades and Chiller Relocation**
 Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *



Progress Photos



(2nd Floor)



(3rd Floor)



Exterior Photo of 3rd floor offices

Project
Program

Student Services A (SSA) Renovation
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
Report By: Brooke Duncan, Project Manager

Progress This Period

- DSA Agency approval obtained and completed

Items to Resolve

- N/A

Work Planned Next Period

- Project will bid in Fall of 2015

Notes

Project Student Center/Cafeteria (SCC) (College Center)
Program SBCCD Measure M Bond Program - Crafton Hills College

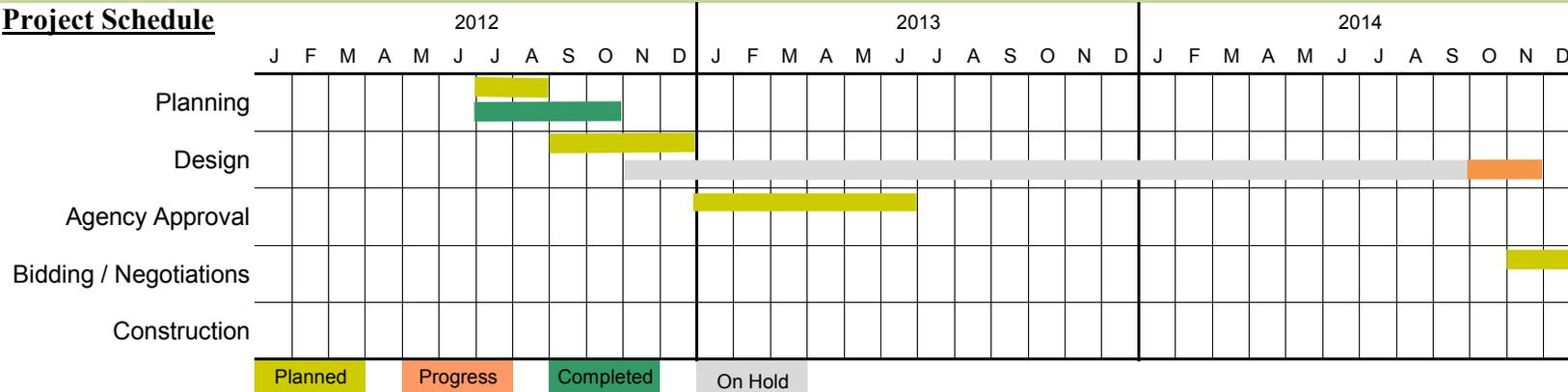
Report Date: November 30, 2014
 Report By: Brooke Duncan, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	1,167,649.38	58.86%	0.00	0.00% *	1,167,649.38	100.00% *	0.00	0.00%
Project Soft Costs	816,214.62	41.14%	150,310.96	18.42%	816,214.62	100.00%	0.00	0.00%
Total Project	1,983,864.00	100.00%	150,310.96	7.58%	1,983,864.00	100.00%	0.00	0.00%

*** NOTE: INCLUDES FIRE ALARM SYSTEM UPGRADES**

Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *

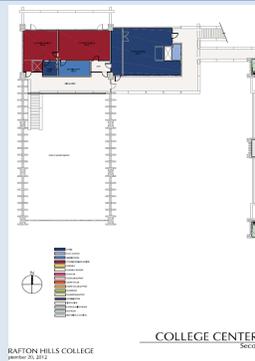
Project Schedule



Progress Photos



(1st Floor)



(2nd Floor)



Exterior Building Photo of East elevation

Project
Program

Student Center/Cafeteria (SCC) (College Center)
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
Report By: Brooke Duncan, Project Manager

Progress This Period

- Distribution of design kick-off meeting minutes
- Schedule of design milestones submitted

Items to Resolve

- Architect requested review of fees for this project. Project Manager will conclude by the end of this month for discussion with Campus

Work Planned Next Period

- Schedule user group meetings

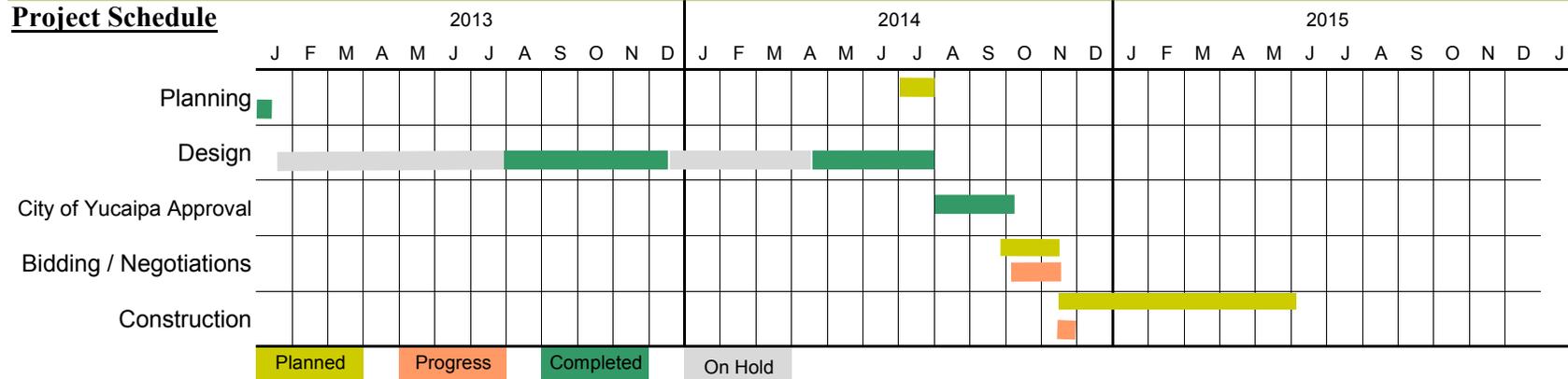
Notes

Project Maintenance and Operations Renovation (M&O)
Program SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
 Report By: Nick Farano, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	1,478,298.92	78.44%	0.00	0.00%	1,478,298.92	100.00%	0.00	0.00%
Project Soft Costs	406,395.08	21.56%	125,950.82	30.99%	406,395.08	100.00%	0.00	0.00%
Total Project	1,884,694.00	100.00%	125,950.82	6.68%	1,884,694.00	100.00%	0.00	0.00%

***Note: Includes Fire-Alarm Upgrades**
 Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *



Progress Photos



Floor Plan



Exterior Photo of South Elevation

Project
Program

Maintenance and Operations Renovation (M&O)
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
Report By: Nick Farano, Project Manager

Progress This Period

- SBCCD Board of Trustees approval of lowest responsible bidder construction contract
- Notice to Proceed 1 was issued to contractor
- Preconstruction meeting is scheduled for November 20, 2014
- Submittals & RFIs to be reviewed and submitted

Items to Resolve

Work Planned Next Period

- Submittals & RFIs to be reviewed and submitted
- Notice to Proceed 2 will be issued to contractor
- Sanitary sewer to be installed
- Demolition is scheduled to start

Notes

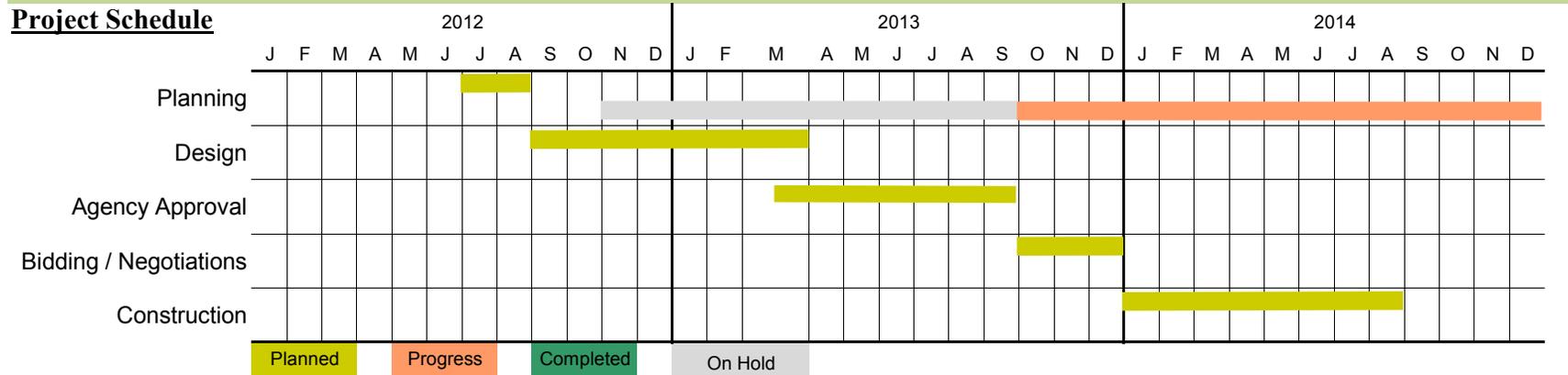
- It was decided during the initial stages of the project that it would be submitted to the City of Yucaipa for review, approval, permitting, inspection and certification. Original plan didn't have this phase in the project. Project doesn't require DSA approval and inspection
- Project bid under budget

Project Performing Arts Center (PAC) Renovation
Program SBCCD Measure M Bond Program - Crafton Hills College

Report Date: November 30, 2014
 Report By: Tom Anderson, Project Manager

<u>Project Budget</u>	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	1,783,666.58	63.67%	0.00	0.00%	1,783,666.58	100.00%	0.00	0.00%
Project Soft Costs	1,017,943.07	36.33%	208,495.40	20.48%	1,017,943.07	100.00%	0.00	0.00%
Total Project	2,801,609.65	100.00%	208,495.40	7.44%	2,801,609.65	100.00%	0.00	0.00%

* NOTE: INCLUDES FIRE ALARM UPGRADES
 Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *



Progress Photos



Project

Program

SBCCD Measure M Bond Program - Crafton Hills College

Report Date:

November 30, 2014

Report By:

Tom Anderson, Project Manager

Progress This Period

- KB prepared ROM estimate for soft cost as well as FF & E for this scope for Campus review.
- Review of the final cost estimate with Campus and Architect is scheduled for December 15th at 8:00 a.m.
- Final meeting with campus theatre staff will also be scheduled on December 15th at 2:30 p.m.

Items to Resolve

- Due to lack of funding, current project scope is limited to completion of programming. Once Final Programming document is submitted, project will be on hold until such time that funds become available through Campus fundraising efforts or availability of additional bond funds

Work Planned Next Period

- Architect will submit the Final Programming document: 10 hard copies and 1 electronic of booklets: program document and feasibility study

Notes

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Jack Miyamoto,
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto,
Human Resources Consultant

DATE: January 15, 2015

SUBJECT: MOU: Interim Assignment – Tutorial Center Coordinator

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District and Association met on July 1, 2014, and entered into a MOU to approve the interim assignment for Jonathan Townsend, Instructional Assessment Technician – English, to faculty position Tutorial Center Coordinator.

ANALYSIS

The Memorandum of Understanding constitutes the full and complete Agreement regarding the interim assignment for Jonathan Townsend.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER #291

This Memorandum of Understanding is entered into by and between the San Bernardino Community College district (hereinafter, "District") and the California School Employees Association, and its Chapter #291 (hereinafter, "Association").

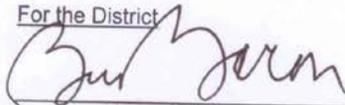
The District and the Association agree to approve the Interim faculty teaching assignment for Jonathon Townsend, Instructional Assessment Technician – English, to faculty position, Tutorial Center Coordinator, 12 months, under the following stipulations:

1. The length of the assignment will be for a maximum of 12 months.
2. During this period of time, the Employee will be classified as a faculty employee of the District.
3. The Employee will be compensated from the Faculty Salary Schedule, Step 4, Column D. The identification of the salary range and step noted in this MOU is for reference only, and not subject to negotiation between the District and CSEA. The Employee will be afforded all the rights, privileges, powers, and leave accruals appropriate for the position, except for those expressly stated herein.
4. The District and the Association agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during his assignment as a temporary faculty member in the position of Tutorial Center Coordinator.
5. Upon completion of the interim assignment, the Employee shall return to his regular classified position as Instructional Assessment Technician.
6. The District and the Association agree that during the interim assignment, the Employee's seniority as Instructional Assessment Technician will continue to accrue and the Interim assignment will not be construed in any manner as a "break-in-service."
7. The District and the Association agree that should the District choose to fill this Interim position on a permanent basis, the District's Faculty Recruitment Process will be followed and open to all internal and external candidates.

This Memorandum of Understanding constitutes the full and complete Agreement regarding the Interim faculty appointment of Jonathan Townsend.

The effective date of this MOU is July 1, 2014.

For the District

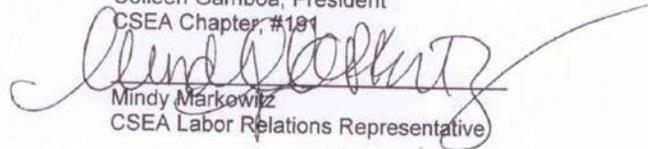


Bruce Baron, Chancellor

For CSEA, Chapter #291



Colleen Gamboa, President
CSEA Chapter, #191



Mindy Markowitz
CSEA Labor Relations Representative

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: January 15, 2015
SUBJECT: Purchase Order Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

Education Code 81656 provides that all transactions entered into by an authorized officer shall be reviewed by the Board every 60 days. All Purchase Orders have been issued in accordance with the District's policies and procedures by an authorized officer of the District.

ANALYSIS

Purchase Orders between the ranges of 152500 - 152747 are attached for review, except those reviewed through the contract agenda items. Purchase Orders are detailed by number, vendor, purpose, and amount.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This is an information item. There are no financial implications.

Purchase Order Report
January 15th, 2015

PO#	Vendor Name	PO Board Description	Original Enc Amt
152645	ASSOCIATION OF COMMUNITY	Conference	\$ 2,228.00
152563	BAEZA, DANIEL	Conference	\$ 188.64
152561	CARLOS, JOHN PAUL	Conference	\$ 377.00
152635	CASBO EASTERN SECTION	Conference	\$ 189.00
152642	CCLC	Conference	\$ 820.60
152517	CHAVIRA, REJOICE C	Conference	\$ 632.00
152704	CHAVIRA, REJOICE C	Conference	\$ 911.00
152519	CLERY CENTER FOR SECURITY	Conference	\$ 690.00
152516	GABRIEL-MILLETTE, CHRISTIE	Conference	\$ 21.47
152558	GALVEZ, PIERRE	Conference	\$ 1,826.64
152596	GAMBOA, BENJAMIN	Conference	\$ 70.00
152509	GILBERT, JEREMIAH	Conference	\$ 274.19
152525	GLAZATOV, TRELISA	Conference	\$ 150.00
152562	GONZALEZ, GINA	Conference	\$ 188.64
152501	GROFF, RICK	Conference	\$ 154.61
152632	HANLEY, JODI	Conference	\$ 1,150.14
152608	HOGREFE JR, RICHARD K	Conference	\$ 469.05
152641	HOGREFE JR, RICHARD K	Conference	\$ 1,197.59
152654	HOMESAFE ENVIROMENTAL	Conference	\$ 170.00
152605	HUGHES III, RICHARD	Conference	\$ 500.00
152681	LEHMAN, VERONICA	Conference	\$ 1,649.00
152646	MARRIOTT WARDMAN PARK HOTEL	Conference	\$ 3,125.86
152705	MARRUJO, MONIQUE	Conference	\$ 840.00
152640	MUSKAVITCH, JOHN	Conference	\$ 771.00
152682	MUSKAVITCH, JOHN	Conference	\$ 1,479.00
152610	NATIONAL ALLIANCE, THE	Conference	\$ 358.00
152651	NATIONAL ALLIANCE, THE	Conference	\$ 179.00
152664	NATIONAL ALLIANCE, THE	Conference	\$ 860.00
152740	NCMPR	Conference	\$ 550.00
152559	NEWBURY, KRYSTEN	Conference	\$ 261.94
152597	O'HARE, DANIEL	Conference	\$ 280.05
152526	PARADA, OSMAN	Conference	\$ 960.00
152609	PASILLAS, KAROL	Conference	\$ 41.02
152741	PERCEPTIVE SOFTWARE INC	Conference	\$ 450.00
152742	PERCEPTIVE SOFTWARE INC	Conference	\$ 900.00
152606	ROJAS, DANIEL	Conference	\$ 100.00
152514	SHABAZZ, RICKY	Conference	\$ 292.68
152643	SHERATON GRAND SACRAMENTO	Conference	\$ 531.72
152644	SINGER, DONALD L	Conference	\$ 1,555.00
152647	SINGER, DONALD L	Conference	\$ 1,500.00
152706	SINGH, MANIKA	Conference	\$ 417.00
152560	TAMAYO, CHRIS	Conference	\$ 182.16
152510	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 600.00
152512	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 1,332.11
152524	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 675.00

Purchase Order Report
January 15th, 2015

152539	US BANK CORPORATE PMT SYSTEMS	Conference	\$	164.00
152540	US BANK CORPORATE PMT SYSTEMS	Conference	\$	13.00
152548	US BANK CORPORATE PMT SYSTEMS	Conference	\$	189.73
152649	US BANK CORPORATE PMT SYSTEMS	Conference	\$	1,152.40
152652	US BANK CORPORATE PMT SYSTEMS	Conference	\$	397.96
152717	US BANK CORPORATE PMT SYSTEMS	Conference	\$	240.00
152502	WARREN-MARLATT, REBECCA	Conference	\$	438.41
152648	WILLIAMS, JOSEPH	Conference	\$	800.00
152604	YAU, MARGARET	Conference	\$	79.10
152650	ZOUMBOS, NICKOLAS W	Conference	\$	800.00
152527	4C/SC	Dues & Membership	\$	50.00
152680	AMAZON.COM	Equipment	\$	245.57
152639	BAVCO BACKFLOW APPARATUS &	Equipment	\$	1,932.40
152613	BEST GOLF CARTS INC	Equipment	\$	3,240.00
152579	BOYDD PRODUCTS INC.	Equipment	\$	604.46
152575	CREST CHEVROLET/GEO	Equipment	\$	18,473.41
152565	GRAINGER INC W W	Equipment	\$	1,729.35
152580	MOOREMEDICAL	Equipment	\$	1,113.64
152722	RIVCOMM INC	Equipment	\$	1,609.92
152529	RIVERSIDE PUBLISHING CO	Equipment	\$	3,158.91
152691	STAPLES	Equipment	\$	548.27
152545	TECHEDU	Equipment	\$	2,305.32
152566	US BANK CORPORATE PMT SYSTEMS	Equipment	\$	200.00
152733	US BANK CORPORATE PMT SYSTEMS	Equipment	\$	160.00
152550	AIRGAS USA LLC	Instructional Supplies	\$	434.68
152658	AMAZON	Instructional Supplies	\$	69.78
152703	AMAZON	Instructional Supplies	\$	202.79
152555	AMAZON.COM	Instructional Supplies	\$	319.62
152712	AMAZON.COM	Instructional Supplies	\$	33.57
152714	AMAZON.COM	Instructional Supplies	\$	851.08
152743	BIG 5 SPORTING GOODS #142	Instructional Supplies	\$	191.10
152657	BIO-RAD LABORATORIES	Instructional Supplies	\$	668.52
152636	BRONSON INVESTMENTS INC	Instructional Supplies	\$	352.24
152668	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$	6,000.00
152634	COLTON TRUCK SUPPLY	Instructional Supplies	\$	61.54
152667	ELECTRONIX EXPRESS	Instructional Supplies	\$	1,035.19
152662	FLINN SCIENTIFIC INC	Instructional Supplies	\$	356.72
152595	HARDY DIAGNOSTICS	Instructional Supplies	\$	2,757.81
152653	HARDY DIAGNOSTICS	Instructional Supplies	\$	134.61
152675	HOSPITAL ASSOCIATES	Instructional Supplies	\$	346.39
152713	IRONCOMPANY.COM INC	Instructional Supplies	\$	191.16
152553	LAERDAL MEDICAL CORP	Instructional Supplies	\$	655.10
152676	MCCARTNEY, KAREN	Instructional Supplies	\$	58.24
152678	P & P UNIFORMS	Instructional Supplies	\$	215.78
152618	STAPLES	Instructional Supplies	\$	463.38
152660	STAPLES	Instructional Supplies	\$	1,065.32
152633	ULINE	Instructional Supplies	\$	873.61

Purchase Order Report
January 15th, 2015

152582	UNITED STATES PLASTIC CORP	Instructional Supplies	\$	96.86
152583	UNITED STATES PLASTIC CORP	Instructional Supplies	\$	80.31
152581	US BANK CORPORATE PMT SYSTEMS	Instructional Supplies	\$	53.99
152607	ABM BUSINESS MACHINES INC	IT Equipment	\$	10,450.00
152700	AMAZON.COM	IT Equipment	\$	193.58
152656	APPLE COMPUTER INC	IT Equipment	\$	3,371.76
152684	DELL COMPUTER COMPANY	IT Equipment	\$	1,013.02
152734	DELL COMPUTER COMPANY	IT Equipment	\$	59,563.36
152737	DELL COMPUTER COMPANY	IT Equipment	\$	84,833.30
152585	ONX USA LLC	IT Equipment	\$	7,488.57
152521	SEHI COMPUTER PRODUCTS INC	IT Equipment	\$	994.79
152584	SEHI COMPUTER PRODUCTS INC	IT Equipment	\$	640.38
152727	SYMMETRY DATA INC	IT Equipment	\$	6,863.86
152567	TROXELL COMMUNICATIONS INC	IT Equipment	\$	830.52
152731	AMAZON.COM	Library Books Expansion	\$	141.56
152669	AYCOCK, LARRY	Mileage Reimbursement	\$	112.00
152671	GARCIA, KRISTIN	Mileage Reimbursement	\$	84.00
152685	LARES, RHIANNON	Mileage Reimbursement	\$	448.00
152670	RUSH, STEVE	Mileage Reimbursement	\$	112.00
152594	SANDY, HANNAH	Mileage Reimbursement	\$	73.07
152590	123 OFFICE SOLUTION INC	Non-instructional Supplies	\$	4,855.68
152599	AMAZON.COM	Non-instructional Supplies	\$	111.51
152522	BADGE EXPRESS	Non-instructional Supplies	\$	14.04
152631	BADGE EXPRESS	Non-instructional Supplies	\$	69.38
152586	CAROLINA BIOLOGICAL SUPPLY CO	Non-instructional Supplies	\$	52.59
152739	CDW GOVERNMENT INC	Non-instructional Supplies	\$	449.84
152568	DIAZ, EMMA	Non-instructional Supplies	\$	500.00
152625	FASTSIGNS	Non-instructional Supplies	\$	195.93
152592	FOGLE OLIVER, MELINDA	Non-instructional Supplies	\$	31.05
152744	GIFTVALUES.COM	Non-instructional Supplies	\$	30.00
152614	GONZALES, MICHAEL	Non-instructional Supplies	\$	105.67
152655	HANIGAN COMPANY, THE	Non-instructional Supplies	\$	708.96
152511	IRLEN INSTITUTE	Non-instructional Supplies	\$	95.11
152520	JE HALLIDAY SALES INC	Non-instructional Supplies	\$	1,191.00
152571	ORIENTAL TRADING COMPANY	Non-instructional Supplies	\$	101.50
152672	PRINTER & COPIER GUYS LLC	Non-instructional Supplies	\$	1,174.80
152589	SPICERS PAPER INC	Non-instructional Supplies	\$	3,159.00
152518	STAPLES	Non-instructional Supplies	\$	1,863.40
152530	STAPLES	Non-instructional Supplies	\$	687.14
152532	STAPLES	Non-instructional Supplies	\$	805.74
152533	STAPLES	Non-instructional Supplies	\$	55.24
152552	STAPLES	Non-instructional Supplies	\$	176.90
152570	STAPLES	Non-instructional Supplies	\$	287.97
152572	STAPLES	Non-instructional Supplies	\$	346.11
152591	STAPLES	Non-instructional Supplies	\$	165.90
152598	STAPLES	Non-instructional Supplies	\$	686.97
152615	STAPLES	Non-instructional Supplies	\$	120.96

Purchase Order Report
January 15th, 2015

152616	STAPLES	Non-instructional Supplies	\$	117.30
152617	STAPLES	Non-instructional Supplies	\$	101.79
152661	STAPLES	Non-instructional Supplies	\$	140.41
152665	STAPLES	Non-instructional Supplies	\$	491.02
152673	STAPLES	Non-instructional Supplies	\$	134.70
152688	STAPLES	Non-instructional Supplies	\$	75.59
152724	STAPLES	Non-instructional Supplies	\$	132.65
152745	STAPLES	Non-instructional Supplies	\$	2,266.69
152543	TAPEONLINE.COM	Non-instructional Supplies	\$	197.25
152747	ULINE	Non-instructional Supplies	\$	908.28
152569	UNDERCOVER	Non-instructional Supplies	\$	4,943.00
152588	UNIVERSAL MERCANTILE EXCHANGE	Non-instructional Supplies	\$	209.77
152612	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	70.65
152677	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	338.15
152679	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	1,000.00
152718	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	97.20
152719	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	378.88
152674	VASQUEZ, TATIANA	Non-instructional Supplies	\$	13.11
152587	VWR INTERNATIONAL LLC	Non-instructional Supplies	\$	171.54
152513	REVOLVING CASH	Officials	\$	1,800.00
152515	REVOLVING CASH	Officials	\$	500.00
152546	REVOLVING CASH	Officials	\$	500.00
152554	AMAZON.COM	Operational Expenses & Fees	\$	813.56
152736	BANK OF SACRAMENTO	Operational Expenses & Fees	\$	2,110.29
152573	CENTER FOR HEALTHCARE	Operational Expenses & Fees	\$	25.00
152738	DIVISION OF STATE ARCHITECT	Operational Expenses & Fees	\$	106.44
152730	HIGGINSON & CARTOZIAN	Operational Expenses & Fees	\$	2,273.97
152627	JOSE'S MEXICAN FOOD INC	Operational Expenses & Fees	\$	1,115.72
152696	JUAN POLLO INC	Operational Expenses & Fees	\$	2,363.81
152549	REVOLVING CASH	Operational Expenses & Fees	\$	224.00
152551	REVOLVING CASH	Operational Expenses & Fees	\$	224.00
152689	SBVC FOOD SERVICES	Operational Expenses & Fees	\$	1,000.00
152698	SBVC FOOD SERVICES	Operational Expenses & Fees	\$	1,862.44
152729	SBVC SUN ROOM	Operational Expenses & Fees	\$	470.88
152693	SESAC LLC	Operational Expenses & Fees	\$	256.56
152620	SOUTH COAST AQMD	Operational Expenses & Fees	\$	534.83
152711	STATE OF CALIFORNIA	Operational Expenses & Fees	\$	150.00
152577	THREE PEAKS CORP	Operational Expenses & Fees	\$	1,869.00
152663	SBCCD PRINTING SERVICES	Printing	\$	114.08
152666	SBCCD PRINTING SERVICES	Printing	\$	1,000.00
152746	SBCCD PRINTING SERVICES	Printing	\$	40.25
152638	HUNT, KENDALL	Reference Books	\$	90.81
152637	NATIONAL ALLIANCE, THE	Reference Books	\$	225.60
152593	US BANK CORPORATE PMT SYSTEMS	Reference Books	\$	449.98
152503	HUA, HENRY	Refreshments	\$	44.97
152611	LANGENFIELD, ELIZABETH	Refreshments	\$	189.38
152523	SBVC FOOD SERVICES	Refreshments	\$	100.80

Purchase Order Report
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152547	SBVC FOOD SERVICES	Refreshments	\$	300.00
152534	SUNROOM, THE	Refreshments	\$	4,444.20
152602	SBCCD FINANCIAL AID	Student Financial Aid	\$	22,999.86

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: George Johnson, Bond Program Director, Kitchell/BRj
DATE: January 15, 2015
SUBJECT: Summary of Measure M Construction Contract Change Orders and Amendments

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

Attached is a summary of all Measure M construction contract change orders and amendments to date.

ANALYSIS

Construction contract change orders and amendments for currently awarded Measure M projects have been held to a minimal amount of \$3,321,310.93 which is only 2.07% of the project cost of \$160,615,555.45.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project, required by the Division of the State Architect (DSA), and/or, of major benefit to the District are approved and implemented.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item is for information only. There are no financial implications.

Construction Change Summary

CONTRACT AMENDMENTS

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 74,525,493.50	\$ 441,122.93	\$ -	\$ 74,966,616.43	0.59%
SBVC-San Bernardino Valley College	\$ 86,090,061.95	\$ 155,983.49	\$ 57,710.00	\$ 86,303,755.44	0.25%
				\$ -	
TOTAL for CONTRACT AMENDMENTS	\$ 160,615,555.45	\$ 597,106.42	\$ 57,710.00	\$ 161,270,371.87	0.41%

CHANGE ORDERS

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 74,966,616.43	\$ 832,615.93		\$ 75,799,232.36	1.11%
SBVC-San Bernardino Valley College	\$ 86,303,755.44	\$ 1,838,878.58	\$ (5,000.00)	\$ 88,137,634.02	2.12%
TOTAL for CHANGE ORDERS	\$ 161,270,371.87	\$ 2,671,494.51	\$ (5,000.00)	\$ 163,936,866.38	1.65%

Measure M Projects
Construction Change Summary

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PARKING LOT/ADA/LIGHTING IMPRVMENTS.	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ 296,344.00	\$ -	\$ 6,845,595.00	4.82%
MATH AND SCIENCE ANNEX	\$ 2,270,500.00	\$ -	\$ -	\$ 189,545.00	\$ -	\$ 2,460,045.00	8.35%
MPOE/DATA RELOCATION	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
OLD LIBRARY DEMOLITION	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	#REF!
SOLAR FARM	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	0.00%
OE 2	\$ 16,542,000.00	\$ 38,321.93	\$ -	\$ 123,511.78	\$ -	\$ 16,703,833.71	0.00%
OE 1 Roofing Package	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	0.00%
PE Complex	\$ 4,511,070.00	\$ -	\$ -	\$ 99,009.46	\$ -	\$ 4,610,079.46	2.19%
Science Building	\$ 18,638,831.00	\$ -	\$ -	\$ 42,519.89	\$ -	\$ 18,681,350.89	0.23%
Crafton Center	\$ 21,939,546.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 21,943,048.49	0.02%
Temporary Parking Lot	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	0.00%
Chemistry/Health/Science/Classrooms	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%
TOTAL	\$ 74,525,493.50	\$ 441,122.93	\$ -	\$ 832,615.93	\$ -	\$ 75,799,232.36	1.11%

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PAL-01: ASR Constructors, Inc.	\$ 3,058,000.00	\$ 402,801.00	\$ -	\$ 94,560.00		\$ 3,555,361.00	2.73%
PAL-02: Pierre Sprinkler & Landscape	\$ 569,450.00	\$ -	\$ -	\$ 36,260.00		\$ 605,710.00	6.37%
PAL-03: RDM Electric Company, Inc.	\$ 2,519,000.00	\$ -	\$ -	\$ 165,524.00		\$ 2,684,524.00	6.57%
TOTAL	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ 296,344.00	\$ -	\$ 6,845,595.00	4.82%

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
MODS-01: Conengr Corporation	\$ 539,500.00	\$ -	\$ -	\$ 22,504.00	\$ -	\$ 562,004.00	4.17%
MODS-02: Global Modular, Inc.	\$ 1,731,000.00	\$ -	\$ -	\$ 167,041.00	\$ -	\$ 1,898,041.00	9.65%
TOTAL	\$ 2,270,500.00	\$ -	\$ -	\$ 189,545.00	\$ -	\$ 2,460,045.00	8.35%

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
MPOE/DATA-01: Shanks Electric Corporation	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
TOTAL	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
LIBRARY DEMO-01:Miller Environmental, Inc.	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%
TOTAL	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Rosendin Electric, Inc. ***	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	2.32%
TOTAL	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	2.32%

***NOTE: \$3,500,000 OF THIS CONTRACT WAS IN MEASURE P --- THE TOTAL BASE AMOUNT OF THE CONTRACT IS \$6,200,000.

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<u>OE 2 Demo Pkg.</u>							
The Richards Group	\$ 654,000.00	\$ -	\$ -	\$ 22,571.02	\$ -	\$ 676,571.02	3.45%
<u>Building Pkg.</u>							
Sinanian Development, Inc.	\$ 15,888,000.00	\$ 38,321.93	\$ -	\$ 100,940.76	\$ -	\$ 16,027,262.69	0.63%
TOTAL	\$ 16,542,000.00	\$ 38,321.93	\$ -	\$ 123,511.78	\$ -	\$ 16,703,833.71	0.74%

Sinanian Development, Inc. **NOTE: THIS WAS BOARD APPROVED ON 12/12/13 UP TO 10% IN CHANGE ORDERS**

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>OE 1 Roof Pkg.</i>							
Best Contracting Services	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	-9.37%
TOTAL	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	-9.37%

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Minco Construction	\$ 4,511,070.00	\$ -	\$ -	\$ 99,009.46	\$ -	\$ 4,610,079.46	2.19%
TOTAL	\$ 4,511,070.00	\$ -	\$ -	\$ 99,009.46	\$ -	\$ 4,610,079.46	2.19%

Minco Construction NOTE: THIS WAS BOARD APPROVED ON 8/08/13 UP TO 10% IN CHANGE ORDERS

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Circuit C</i>							
RDM Electric	\$ 65,700.00	\$ -	\$ -	\$ 492.89	\$ -	\$ 66,192.89	0.75%
<i>Building</i>							
Earl Corporation	\$ 18,573,131.00	\$ -	\$ -	\$ 42,027.00	\$ -	\$ 18,615,158.00	0.23%
TOTAL	\$ 18,638,831.00	\$ -	\$ -	\$ 42,519.89	\$ -	\$ 18,681,350.89	0.23%

Earl Corporation NOTE: THIS WAS BOARD APPROVED ON 12/12/13 UP TO 10% IN CHANGE ORDERS

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>CIRCUIT A</i>							
Dalke & Sons Construction Building	\$ 141,480.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 144,982.49	2.48%
Bernards Brothers	\$ 21,798,066.00	\$ -	\$ -	\$ -	\$ -	\$ 21,798,066.00	0.00%
TOTAL	\$ 21,939,546.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 21,943,048.49	0.02%

Bernards Brothers NOTE: THIS WAS BOARD APPROVED ON 04/10/14 UP TO 10% IN CHANGE ORDERS

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Three Peaks	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%
TOTAL	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Roy O. Hoffman	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%
TOTAL	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Infrastructure Sewer Improvements</i>							
Kirtley Construction dba TK Construction	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%
<i>Central Plant</i>							
Plumbing, Piping & Construction	\$ 10,878,000.00	\$ -	\$ -	\$ 122,077.00	\$ -	\$ 11,000,077.00	1.12%
<i>Grant Street Sewer Project</i>							
Tyco General Engineering	\$ 567,780.00	\$ -	\$ -	\$ (85,500.00)	\$ -	\$ 482,280.00	-15.06%
Broughton - ADA Access	\$ 26,485.00	\$ -	\$ -	\$ (5,568.00)	\$ -	\$ 20,917.00	-21.02%
L.A. Air Conditioning	\$ 39,519.00	\$ -	\$ -	\$ (1,961.00)	\$ -	\$ 37,558.00	-4.96%
TOTAL	\$ 11,860,084.00	\$ 83,941.49	\$ -	\$ 55,854.00	\$ -	\$ 11,999,879.49	0.47%

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
BP 1: Arrowhead Mechanical	\$ 183,000.00	\$ -	\$ -	\$ -	\$ -	\$ 183,000.00	0.00%
BP 2: Arrowhead Mechanical	\$ 142,000.00	\$ -	\$ -	\$ -	\$ -	\$ 142,000.00	0.00%
				\$ -			
TOTAL	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Broughton Construction, Inc.	\$ 1,170,000.00	\$ -	\$ -	\$ (20,502.00)	\$ -	\$ 1,149,498.00	-1.75%
C.S. Legacy Construction *	\$ 1,365,776.00	\$ 34,333.00	\$ -	\$ 73,884.58	\$ -	\$ 1,473,993.58	5.28%
Three Peaks Corporation	\$ 87,187.00	\$ -	\$ -	\$ (413.00)	\$ (5,000.00)	\$ 81,774.00	-6.21%
*Note: \$71,836.58 - claim settlement							
TOTAL	\$ 2,622,963.00	\$ 34,333.00	\$ -	\$ 52,969.58	\$ (5,000.00)	\$ 2,705,265.58	1.81%

