

San Bernardino Community College District  
Regular Meeting of the Board of Trustees  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Thursday, January 17, 2013 – 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 Tanya Rogers  
CTA  
CSEA  
Management/Supervisors  
Confidential Employees
  - B. CONFERENCE WITH LEGAL COUNSEL  
EXISTING LITIGATION  
Government Code 54956.9(A)  
Claim #443484
  - C. CONFERENCE WITH LEGAL COUNSEL  
ANTICIPATED LITIGATION  
Government Code 54956.9(b)
  - D. PUBLIC EMPLOYMENT  
President, SBVC
  - E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Government Code 54957.6  
Title: Chancellor
3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
4. CONVENE CLOSED SESSION
5. RECONVENE PUBLIC MEETING
6. REPORT OF ACTION IN CLOSED SESSION

7. INSTITUTIONAL PRESENTATION

- A. 2011-2012 Citizens Bond Oversight Committee Report  
Ken Coate, CBOC Chairperson
- B. Grants  
Dr. Kathleen Rowley, Director, Grant Development and  
Management, SBVC  
Karen Childers, Director, Resource Development and  
Grants, CHC

8. APPROVAL OF MINUTES – December 13, 2012 (p.1)

9. POSSIBLE NOMINATION TO THE CCCT BOARD (p.13)

10. VACANCY ON THE BOARD OF TRUSTEES

11. REPORTS

- A. Board Members
- B. Student Trustees
- C. Chancellor

12. PUBLIC COMMENT

The San Bernardino Community College Board of Trustees welcomes public comment on issues within the jurisdiction of the District. Comments should 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. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Be advised that District personnel and processes are available for further communication.

No person may present orally or discuss at any Board meeting charges or complaints against individual employees at the District or the public. All such charges or complaints shall be presented to the Board through the Chancellor in writing and shall be signed and verified by the person making the charge or complaint. Remarks by any person addressing the Board, which reflects adversely upon the character or motives of any person, are out of order. 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

### 13. 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

1. Consideration of Approval of Curriculum – SBVC (p.16)
2. Consideration of Approval of Curriculum – CHC (p.65)

#### B. HUMAN RESOURCES

1. Consideration of Approval of Classified Employees (p.78)
2. Consideration of Approval of Classified Resignation (p.79)
3. Consideration of Approval to Rescind Classified Employment (p.80)
4. Consideration of Approval of Classified Employee Transfer and Return to Previous Classification (p.81)
5. Consideration of Approval of Reclassifications for Classified Employees (p.82)
6. Consideration of Approval of Salary Amendment for Classified Employee (p.84)
7. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.85)
8. Consideration of Approval of Adjunct and Substitute Academic Employees (p.92)
9. Consideration of Approval of Non-Instructional Pay (p.94)
10. Consideration of Approval of Professional Expert Rate of Pay Schedule (p.96)
11. Consideration of Approval of Academic Employees (p.99)
12. Consideration of Approval of Assistant Coaches (p.100)
13. Consideration of Approval of Management Employee (p.101)
14. Consideration of Approval of Interim Management Appointment (p.102)
15. Consideration of Approval of Management Resignation (p.103)
16. Consideration of Approval of District Volunteers (p.104)

#### C. FISCAL SERVICES

1. Consideration of Approval of Routine Contracts and Agreements (p.107)
2. Consideration of Approval of Professional Services Contracts and Agreements (p.127)
3. Consideration of Approval of Budget Adjustments (p.131)
4. Consideration of Approval of Conference Attendance (p.138)
5. Consideration of Approval of District/College Expenses (p.141)
6. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.146)
7. Consideration of Approval of Facility User Fee Waivers - SBVC (p.149)

8. Consideration of Approval of 2013-2014 Budget Calendar (p.153)
9. Consideration of Approval of Nonresident Tuition Fee (p.155)
10. Consideration of Approval to Close Fund 76 (p.158)
11. Consideration of Approval to Appoint Staff Member to Serve on the RDA Successor Agency Oversight Board for the City of Big Bear (p.159)

14. ACTION AGENDA

A. INSTRUCTIONAL/STUDENT SERVICES

B. HUMAN RESOURCES

C. FISCAL SERVICES

1. Consideration of Approval of Amendment 002 to the Steinberg Architects Contract (p.160)
2. Consideration of Approval of Amendment 006 to the C.H.J. Inc. Contract (p.165)
3. Consideration of Approval of Board Investment Policy 6320 (p.171)

15. INFORMATION ITEMS

A. Budget Report (p.173)

B. Purchase Order Report (p.214)

C. General Fund Cash Flow Analysis (p.225)

D. District Clery Act Report (p.227)

E. Applause Cards (p.229)

16. STAFF REPORTS

A. CHC

1. President
2. Academic Senate
3. Classified Senate
4. Associated Students

- B. SBVC
    - 1. President
    - 2. Academic Senate
    - 3. Classified Senate
    - 4. Associated Students
  
  - C. CTA
  
  - D. CSEA
17. ADJOURN – The next regular meeting of the Board of Trustees will be Thursday, January 24, 2013.

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

Minutes of the Organizational Meeting of the Board of Trustees  
Thursday, December 13, 2012 – 4:00 p.m. – Board Room

1. CALL TO ORDER

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

Members Present:

Dr. Donald L. Singer, President  
John Longville, Vice President  
Donna Ferracone, Clerk  
Gloria Macias Harrison  
Dr. Kathleen Henry  
Nickolas W. Zoumbos  
Ferny Arana Garcia, SBVC  
Kyle Hundley, Student Trustee, CHC

Members Absent:

None.

Administrators Present:

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

Administrators Absent:

None.

2. PLEDGE OF ALLEGIANCE

Mr. Longville led the Pledge of Allegiance.

3. OATH OF OFFICE TO RE-ELECTED AND NEWLY ELECTED TRUSTEES

Dr. Singer gave the Oath of Office to newly elected trustees Gloria Macias Harrison and Nickolas W. Zoumbos and re-elected trustee John Longville.

San Bernardino County Assistant Sheriff Ron Cochran gave the Oath of Office to Dr. Kathleen Henry.

4. OATH OF OFFICE TO SBVC STUDENT TRUSTEE

Dr. Singer gave the Oath of Office to Ferny Arana Garcia.

5. ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES

A. Elect Officers – President, Vice President Clerk

Dr. Singer was elected President, Mr. Longville was elected Vice President and Ms. Ferracone was elected clerk.

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

Ms. Ferracone was elected as the Board Representative to the County Committee on School District Organization. Mr. Zoumbos was elected as the alternate.

C. Approve Committee Assignment to the KVCR Foundation

Ms. Ferracone, Dr. Henry and Mr. Longville were appointed to the KVCR Foundation.

D. Approve Committee Assignment to the San Bernardino Regional Emergency Training Center Joint Powers Authority

Ms. Ferracone was appointed to the San Bernardino Regional Emergency Training Center Joint Powers Authority.

E. Approve Committee Appointments to the RDA Successor Agency Oversight Boards

The following appointments were made to the RDA Successor Agency Oversight Boards:

City of Big Bear Lake – Staff member will be appointed  
City of Colton – Trustee Henry  
City of Grand Terrace – Trustee Ferracone  
City of Rialto - Trustee Longville

- F. Approve Committee Assignments to the Redistricting Committee

Mrs. Harrison, Dr. Singer and Mr. Longville will serve.

- G. Approve 2013 Board Meeting Dates

Ms. Ferracone moved, Mr. Longville seconded, and the Board members voted as follows to approve the 2013 Board meeting calendar:

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

NOES: None

ABSENT: None

ABSTENTIONS: None

6. CONSIDER APPOINTMENT OR ELECTION TO FILL TWO-YEAR TERM ON THE BOARD OF TRUSTEES

Trustee Longville raised the issue of holding a special election to find a trustee to finish the term of Mr. James Ramos. There was discussion about the pros and cons of holding an election to fill the vacant seat on the Board. The Chancellor stated that the cost was prohibitive to hold a special election and quoted amounts provided by San Bernardino County. The Board would also be short a trustee for several months until the election took place in June, 2013.

Mr. Longville asked about the cost if the election was held by district rather than at large, considering that the Board may vote to redistrict at an upcoming meeting. Ms. Ferracone said she didn't think the district should incur any cost to hold a special election. She said the appointment process used in the past has worked out well and suggested that we keep that process. Dr. Henry concurred with Ms. Ferracone. Mrs. Harrison concurred with Trustees Ferracone and Henry.

Chancellor Baron recommended the trustee vacancy be filled by appointment. The Board directed the Chancellor to follow the appointment process.



7. ANNOUNCEMENT OF CLOSED SESSION ITEMS

CONFERENCE WITH LABOR NEGOTIATORS

Government Code 54957.6

Agency Negotiators: Bruce Baron and Tanya Rogers

CTA

CSEA

Management/Supervisors

Confidential Employees

PUBLIC EMPLOYMENT/DISCIPLINE/DISMISSAL/RELEASE

Government Code 54957

CONFERENCE WITH LEGAL COUNSEL

EXISTING LITIGATION

Government Code 54956.9(a)

Claim #454440

PUBLIC EMPLOYMENT

President, CHC

Interim President, SBVC

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code 54957.6

Title: Chancellor

8. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

9. CONVENE CLOSED SESSION

The Board convened to closed session at 4:45 p.m.

10. RECONVENE PUBLIC MEETING

Dr. Singer reconvened the public meeting at 5:20 p.m.

11. REPORT OF ACTION IN CLOSED SESSION

Ms. Harrison moved, Ms. Ferracone seconded, and the Board members voted as follows to approve Dr. Glen Kuck, Interim President, San Bernardino Valley College, full-time, 12-month position, Management Salary Schedule, Range 26,

Step D, \$13,621 per month, plus doctoral stipend, effective December 17, 2012 through June 30, 2013 or until a permanent president is hired:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Zoumbos,  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Ms. Ferracone moved, Dr. Henry seconded, and the Board members voted as follows to approve the settlement claim by way of compromise and release for a total of \$5,000 for claim #454440:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Zoumbos,  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Mr. Longville moved, Ms. Ferracone seconded, and the Board members voted as follows to adopt Interim President Dr. Larry Buckley's recommendation to dismiss, that the Board take action to dismiss Mr. Jesse Galaviz based on his immoral conduct, dishonesty, and persistent violation of, or refusal to obey, the school laws of the state or reasonable regulations prescribed for the government of the community colleges by the board of governors or by the governing board of the community college employing him, and that the Board deliver to Mr. Galaviz a statement of its decision to dismiss pursuant to Education Code section 87672:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Zoumbos  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

12. INSTITUTIONAL PRESENTATION

David Casnocha, Bond Counsel from Stradling Yocca Carlson & Rauth, and Ivory Li, Sr. Vice President from Piper Jaffray, summarized the recommendation to the board.

Due to historically low interest rates, the district currently has the opportunity to refinance a portion of its existing general obligation bonds to reduce the total debt service on those bonds. The district will receive no additional proceeds from the refinancing. All the benefits will be given to local taxpayers. The term of the bonds which are being refinanced will not be extended. The issuance of the bonds will not change the number of years that the bonds will be outstanding.

Mr. Longville moved, Dr. Henry seconded, and the Board members voted as follows to adopt a resolution authorizing the issuance of 2013 General Obligation Refunding Bonds:

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

NOES: None

ABSENT: None

ABSTENTIONS: None

13. APPROVAL OF MINUTES

Ms. Ferracone moved, Mr. Longville seconded, and the Board members voted as follows to approve the minutes of November 15, 2012:

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

NOES: None

ABSENT: None

ABSTENTIONS: None

14. REPORTS

A. Board Members

- Ms. Ferracone attended the kick-off reception for the Arabic studies program at CHC. She wished everyone happy holidays.
- Dr. Singer thanked the trustees for the confidence they shown by voting him in as president of the board.
- Mr. Longville stated we have a fresh perspective on the board with the newly elected trustees. He expressed his fondness for Dr. Buckley “who has been an outstanding interim president.” He added that the colleges’ student bus pass program is now being looked at by a number of other colleges.
- Mrs. Harrison has been invited to participate in the Yucaipa-Calimesa “link learning” project.

B. Student Trustees

- Mr. Garcia said he is honored to be a part of this board and feels ready to assume his position representing the students.
- Mr. Hundley is looking forward to working with the new trustees. He reported he was elected senator at Region 9 so he will be representing students at the state level.

C. Chancellor

- Mr. Baron welcomed the new board members. “All of you ran for the board because we have a great community college district, and I know you believe we will be an even better district. We must all work together to make that a reality.” He thanked Dr. Buckley and wished him well. He welcomed Dr. Glen Kuck as Interim SBVC President, adding he will guide us as we continue our search for a permanent president. Prop 30 passed which really helped to avoid a tremendous financial catastrophe. We have taken some stringent

actions and have been slow in filling positions to identify where we can make savings. Hopefully the budget can be balanced this year through savings. We are planning to eliminate the structural deficit next year. He wished everyone a happy holiday season.

15. PUBLIC COMMENT

Joseph Williams, CEO, Youth Action Project, congratulated the new trustees and urged the trustees to take a look at the Strategic Workforce Development State Plan and provide feedback to the plan. The plan can be found at [www.cwib.ca.gov](http://www.cwib.ca.gov).

Faculty and coaching staff from the SBVC physical education and athletic department urged the trustees to resume the building process.

16. CONSENT AGENDA

The following changes were made to the Consent Agenda:

Item 15.C.1. Consideration of Approval of Routine Contracts/Agreements and Memorandums of Understanding - Added contract for Valerie Taliman

Item 15.C.4. Consideration of Approval of Conference Attendance - Added Dr. Donald L. Singer to the conference request to attend the Effective Trusteeship Workshop and Annual Legislative Conference

Item 15.C.5. Consideration of Approval of District/College Expenses – Deleted the following sponsorships:

- 2013 Latino Education and Advisory Days Summit
- Inland Empire Scholarship Awards
- Young Visionaries 2013 Youth Excellence Award Gala

The Chancellor said there has been some discussion on how other colleges handle special events and sponsorships. Mr. Baron will be presenting some parameters to consider before action is taken to approve such items.

Ms. Ferracone asked how other colleges handle these requests. Dr. Singer said he hopes that we don't simply eliminate them but look into how the board needs to handle these requests. Dr. Henry added it is crucial that the trustees are out there and active, and although we are not out of the woods, we need to find any way we can to help our students which could mean creating relationships and communicating with outside organizations.

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

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

17. ACTION AGENDA

**Approve Management Appointment**

Mr. Hundley moved, Mrs. Harrison seconded, and the Board members voted as follows to approve Dr. Cheryl Marshall, President, CHC, full-time, 12-month position, Management Salary Schedule, Range 28, Step D, \$13,621 per month, plus doctoral stipend, effective December 17, 2012 through June 30, 2015.

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

Chancellor Baron stated Dr. Marshall was the number one candidate from the screening committee, the interviews and the forums and has done a “bang up” job as interim president. “I am delighted to be working with her.”

**Approve Conference Attendance**

Kyle Hundley said we really need to consider our expenses from the General Fund and conferences which are attended regularly. He suggested we incorporate accountability and maybe provide a justification why approving conferences is better than funding a class.

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

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

**Award Bid and Approve Contract to C.S. Legacy Construction, Inc.**

Ms. Ferracone moved, Dr. Henry seconded, and the Board members voted as follows to award bid #111212 and approve contract with C. S. Legacy Construction, Inc. for the Voluntary Americans with Disability Act (ADA) Upgrades project, SBVC, in the amount of \$1,365,776.00:

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

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Contract with P2S Engineering, Inc.**

Ms. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve a contract with P2S Engineering, Inc. for project engineering services, in the amount of \$21,240.00:

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

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Contract with Coutts Heating & Cooling, Inc.**

Ms. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve a contract with Coutts Heating & Cooling, Inc. for the chiller relocation project, CHC, in the amount \$99,805.00:

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

NOES: None

ABSENT: None

ABSTENTIONS: None

**Approve Amendment 001 to the Steinberg Architects Contract**

Mrs. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to approve Amendment 001 to the Steinberg Architects contract, in the amount of \$42,205.00:

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

NOES: None

ABSENT: None

ABSTENTIONS: None

**Accept 2011-2012 Independent Audit Report**

Mr. Longville moved, Mr. Zoumbos seconded, and the Board members voted as follows to accept the 2011-2012 Independent Audit Report:

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

NOES: None

ABSENT: None

ABSTENTIONS: None

Charlie Ng credited Tanya Rogers and staff for their good work.

**Accept 2011-2012 Proposition 39 Audit Report**

Mr. Longville moved, Mr. Zoumbos seconded, and the Board members voted as follows to accept the 2011-2012 Proposition 39 Audit Report:

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

NOES: None

ABSENT: None

ABSTENTIONS: None

**Adopt a Resolution to not Subject the Solar Farm Project to Review and Approval by the Division of the State Architect**

Mrs. Harrison moved, Mr. Zoumbos seconded, and the Board members voted as follows to adopt a resolution to not subject the Solar Farm Project to review and approval by the State Architect:

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

NOES: one

ABSENT: None

ABSTENTIONS: None

18. INFORMATION ITEM

- A. Budget Report
- B. Purchase Order Report
- C. Quarterly Financial Status Report
- D. General Fund Cash Flow Analysis
- E. Applause Cards

19. STAFF REPORTS

- A. SBVC President
  - A written report was submitted.

- B. SBVC Academic Senate
- A written report was submitted.
- C. SBVC Classified Senate
- Cassandra Thomas said she looks forward to seeing the trustees at college events. The Senate is working on revising its constitution. Chris Tamayo provided classified staff with training on how to deal with difficult students.
- D. SBVC ASB
- Robert Shields reported students received “survival kits” during finals week. He said students are in support of new physical education and athletics facilities. Although students like the wait list, the same day pay for classes came too soon and students would like to have more time to pay their fees.
- E. CHC President
- A written report was submitted to the Board.
- F. CHC Academic Senate
- Denise Allen congratulated the trustees on their successful election. Faculty are being proactive on the repeatability issue and working hard on curriculum and transfers. Faculty are “thrilled” about the selection of Dr. Cheryl Marshall. She added she looks forward to working collaboratively between Yucaipa and SBCCD.
- G. CHC Classified Senate
- Michelle Riggs said classified staff is looking forward to continuing success under the leadership of Dr. Marshall. An open forum on January 23 will give staff an opportunity to ask questions of Bruce Baron and Charlie Ng.
- H. CHC ASB
- Kyle Hundley reported students are excited about the appointment of Dr. Marshall. Students had the opportunity to provide ideas on faculty and student ethics.
- I. CTA
- Absent.
- J. CSEA
- Colleen Gamboa reported she will be serving another two-year term as president of the union. She wished everyone happy holidays.
- K. Management
- Absent.



20. ADJOURN

Dr. Singer adjourned the meeting at 6:45 p.m.

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Donna Ferracone, 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: Bruce Baron, Chancellor  
DATE: January 17, 2013  
SUBJECT: 2013 CCCT Board Election

### RECOMMENDATION

It is recommended that the Board of Trustees consider nominating a trustee to seek election to the 2013 CCCT Board.

### OVERVIEW

The California Community College Trustees (CCCT) board serves a major role within the Community College League of California. The twenty-one member board meets five times a year.

Trustee Singer has served his three-term limit and is unable to seek re-election.

### ANALYSIS

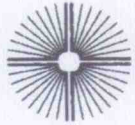
Each nominee must be a local community college district trustee. Only one trustee per district may serve on the board. The election of members will take place between March 10 and April 25.

### BOARD IMPERATIVE

I. Institutional Effectiveness

### FINANCIAL IMPLICATIONS

None



**COMMUNITY COLLEGE LEAGUE**  
OF CALIFORNIA

**Date:** December 7, 2012  
**To:** California Community College Trustees  
California Community College Chancellors/Superintendents  
**From:** Scott Lay  
**Subject:** CCCT Board Election - 2013

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The California Community College Trustees (CCCT) board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

From January 1 through February 15, nominations for membership on the CCCT board will be accepted in the League office. Nominations are to be made by member district board of trustees; and each district may nominate only members of its board.

Each nominee must be a local community college district trustee, other than the student trustee, and must have consented to be nominated. Only one trustee per district may serve on the board.

An official Biographical Sketch Form and Statement of Candidacy **must** accompany the Nomination Form mailed to the League office, and *please use only these forms*. Although not required, it is recommended that nomination materials be sent via certified mail, return receipt requested. Faxed materials will **not** be accepted due to the quality of transmission.

The election of members of the CCCT board will take place between March 10 and April 25. Each member district board of trustees will have one vote for each vacancy on the CCCT board. CCCT board members are elected by the institutional member governing boards for three-year terms. No CCCT board member shall serve more than three (3) terms consecutively. This year seven persons will be elected to the board. Of those seven seats there are five incumbents eligible to run for re-election, one board member has termed out, and one seat is vacated by a trustee that did not run for re-election at the district level. This vacated seat will be filled by the trustee that receives the least number of votes among the top seven vote getters. Pursuant to the CCCT Governing Policies, that person will complete the term of the vacated seat, which expires in 2015.

Election results will be announced at the CCCT annual conference. The newly elected members of the board will assume their responsibilities at the conclusion of the annual conference, May 5, 2013.

If you have any questions about the CCCT board election process, please call the League office.

Attachments: (mailed only to CCC Chancellors/Superintendents)

Official Nominating Form  
Official Biographical Sketch Form  
Official Statement of Candidacy  
CCCT Board Terms of Office  
CCCT Board Roster

## CCCT Board Terms

<u>Election</u>	<u>Group</u>	<u>Seat</u>	<u>First Elected/Appointed</u>	<u>Next Election</u>	<u>Terms Left for Incumbent</u>
<b>2013</b>	I.	Barreras	2006	2013	1
	I.	Gulassa	2010	2013	2
	I.	Hart	2010	2013	2
	I.	Jaffe	2009	2013	1
	I.	Kinsman	2010	2013	2
	I.	*Singer	2004	2013	0
		**Mann	2005	N/A	0
<b>2014</b>	II.	Casas Frier	2010	2014	1
	II.	Castellanos	2011	2014	2
	II.	Chadwick	2011	2014	2
	II.	*Figuera	2007	2014	0
	II.	Gomez	2010	2014	1
	II.	Jones (Robert)	2011	2014	2
	II.	Moreno	2011	2014	2
<b>2015</b>	III.	Acosta-Salazar	2012	2015	2
	III.	Chaniot	2009	2015	1
	III.	*Jones (Bernard)	2008	2015	0
	III.	*Ontiveros	2008	2015	0
	III.	Otto	2009	2015	1
	III.	Ransford	2012	2015	2
	III.	**Vacant	2013	2015	2
III.	Zableckis	2009	2015	1	

\* Board member is unable to seek reelection due to three-term limit.

\*\*Note: Mann's term expired 2012; per Governing Policies, she stayed on another year to serve as immediate past-president.

\*\*\*Note: Vacancy created when Trustee Stampolis did not run for re-election in his district.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Dr. Glen Kuck, Interim President, SBVC  
PREPARED BY: Dr. Haragewen Kinde, Interim Vice President, Instruction SBVC  
DATE: January 17, 2013  
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, certificates and degrees have been approved by the Curriculum Committee of the Academic Senate and will be included in the 2013-2014 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 17, 2013**

**NEW COURSE**

**Course ID:** AUTO 028

**Course Title:** Damage Analysis and Estimating

**Units:** 3

**Lecture:** 2.5 contact hour(s) per week  
40 - 45 contact hours per semester

**Laboratory:** 1.5 contact hour(s) per week  
24 - 27 contact hours per semester

**Prerequisites:** AUTO 020 and AUTO 022

**Catalog Description:** This course focuses on the process of measuring and evaluating structural collision damage, collision estimating, customer service, parts ordering, tracking, and documentation. It introduces students to modern vehicle designs, unibody, body over frame (BOF) construction, computerized measuring, and frame straightening. Emphasis is on damage diagnosis and the effects of indirect damage, the generation of organized, competitive, and efficient damage reports.

**Schedule Description:** This course focuses on the process of measuring and evaluating structural collision damaged vehicles and introduces a repair estimate.

**Rationale:** The Auto Collision and Refinishing Advisory Committee recommended that this course be created.

**Effective:** FA13

**Course ID:** AUTO 029

**Course Title:** Estimating

**Units:** 3

**Lecture:** 2.5 contact hour(s) per week  
40 - 45 contact hours per semester

**Laboratory:** 1.5 contact hour(s) per week  
24 - 27 contact hours per semester

**Prerequisite:** AUTO 028

**Catalog Description:** This course focuses on the process of evaluating collision damages to a vehicles and generating a repair estimate. It includes customer service, parts ordering, tracking, and documentation. Students are introduced to modern vehicle designs, unibody, construction including body over frame (BOF), computerized measuring and frame straightening.

**Schedule Description:** This course focuses on the process of evaluating collision damaged vehicles and generating a repair estimate. Students are introduced to vehicle design construction, computerized measuring and frame straightening.

**Rationale:** The Auto Collision and Refinishing Advisory Committee recommended that this course be created.

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## NEW COURSE

**Course ID:** CULART 011

**Course Title:** Culinary Arts Internship II

**Units:** 5.5

**Laboratory:** 16.5 contact hour(s) per week  
264 - 297 contact hours per semester

**Prerequisite:** CULART 010

**Catalog Description:** This course provides a supervised internship in the student run restaurant. The concentration will be building on the basic preparation techniques, recipe standardization, time management and preparing meals for customers. The skills learned in this course will build on skills learned in Internship I.

**Schedule Description:** This course provides a supervised internship in the student run restaurant. The student will continue to gain skills in the kitchen in the following areas: basic preparation techniques, recipe standardization, time management and customer service skills.

**EQUATE:** NO

**Rationale:** Leveling CULART 010x4

**Effective:** FA13

**Course ID:** CULART 012

**Course Title:** Culinary Arts Internship III

**Units:** 5.5

**Laboratory:** 16.5 contact hour(s) per week  
264 - 297 contact hours per semester

**Prerequisite:** CULART 011

**Catalog Description:** This course provides a supervised internship in the culinary arts operational restaurant. The concentration will be on building management skills needed to manage or run a kitchen or the front of the house within a restaurant.

**Schedule Description:** This course provides a supervised internship in the culinary arts operational restaurant. The concentration will be on building management skills needed to manage or run a kitchen or the front of the house within a restaurant.

**EQUATE:** NO

**Rationale:** Leveling CULART 010x4

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## NEW COURSE

**Course ID:** CULART 041

**Course Title:** Advanced Baking

**Units:** 6

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

**Laboratory:** 12 contact hour(s) per week  
192 - 216 contact hours per semester

**Prerequisite:** CULART 040

**Catalog Description:** This course highlights baking techniques found in commercial kitchens with a focus on cakes and decorating, artisan breads, and complex pastry.

**Schedule Description:** This course highlights baking techniques found in commercial kitchens with a focus on cakes and decorating, artisan breads, and complex pastry.

**Rationale:** There is a direct need for this course in the industry. Many students graduate from programs in junior colleges without the understanding or skill to make and frost a cake or bake artisan breads. The time constraint that is placed on the classes prohibits these items from being taught. Industry is in need of skilled bakers. The students will be learning breads, cakes, and complex desserts from multiple cultures. These items will then be sold in the Den (the campus coffee shop) for the entire campus to enjoy.

**Effective:** FA13

**Course ID:** GIS 222

**Course Title:** Independent Study in Geographic Information Systems

**Units:** 1 - 3

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

**Prerequisite:** GIS 130 or GIS 131

**Catalog Description:** Students with previous course work in GIS 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 GIS. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Schedule Description:** Students with previous course work in GIS 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:** This course will allow students to work on GIS projects and further their understanding of GIS.

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

3 of 48



## NEW COURSE

**Course ID:** HIST145

**Course Title:** History of California

**Units:** 3

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

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

**Catalog Description:** This course surveys the rich heritage of California from its earliest inhabitants and Spanish/Mexican settlements to the present. An emphasis will be placed on the impact of the ethnic and cultural diversity of California along with the importance of geography and immigration. Other topics will include political, economic, and social development of the region from the early 19th century to the present.

**Schedule Description:** This course surveys the rich heritage of California from its earliest inhabitants and Spanish/Mexican settlements to the present. An emphasis will be placed on the impact of the ethnic and cultural diversity of California along with the importance of geography and immigration. Other topics will include political, economic, and social development of the region from the early 19th century to the present.

**EQUATE:** YES

**Rationale:** CSUSB offers HIST 270 California History as a lower-division course. HIST 270 is required for all Liberal Studies majors. Liberal Studies is one of the top five majors at CSU. HIST 145 was previously deleted Fall 2007; however, since CSUSB has since offered California History lower-division, it is in the best interest of SBVC students to reinstate HIST 145.

**Effective:** FA13

**Course ID:** POLIT140

**Course Title:** Introduction to Comparative Politics

**Units:** 3

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

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

**Catalog Description:** This introductory course compares different political systems to evaluate their similarities and dissimilarities with respect to their corresponding political institutions and processes. Themes covered include presidential versus parliamentary democratic governance; authoritarian versus democratic regimes; patterns of state involvement in the political economy; society and citizen participation through interests groups, political parties and elections.

**Schedule Description:** This introductory course compares different political systems to evaluate their similarities and dissimilarities with respect to their corresponding political institutions and processes. Themes covered include presidential versus parliamentary democratic governance; authoritarian versus democratic regimes; patterns of state involvement in the political economy; society and citizen participation through interests groups, political parties and elections.

**Rationale:** Comparative politics is one of the four fundamental subfields that are offered in American colleges and universities. Students majoring in political science are usually required to have at least a course in each of the four subfields. The Department of Political Science wants to make all four subfields available to our students. This course will also increase the number of courses that are transferrable from our department and college to other colleges and universities.

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## NEW COURSE

**Course ID:** READ 915

**Course Title:** Reading Fundamentals for English as a Second Language Learners

**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 explores reading fundamentals which provides an individualized beginning reading program for ESL learners, including reading readiness, phonics, pronunciation, word perception, dictionary use, syllabication, context clues, spelling, verbal and written expressions, and beginning comprehension skills.

**Schedule Description:** This course explores reading fundamentals which provides an individualized beginning reading program for ESL learners, including reading readiness, phonics, pronunciation, word perception, dictionary use, syllabication, context clues, spelling, verbal and written expressions, and beginning comprehension skills.

**Rationale:** This course addresses the reading needs of low-skill-level English as second language learners. ESL students differ culturally and linguistically from native-born speakers of English and the approach to teaching reading skills needs to consider their unique language-learning needs.

**Effective:** FA13

**Course ID:** SPAN 101H

**Course Title:** College Spanish I - Honors

**Units:** 5

**Lecture:** 5 contact hour(s) per week  
80 - 90 contact hours per semester

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

**Catalog Description:** In this course students will develop the ability to converse, read, and write in Spanish. The course includes the study of essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to the cultures of Spanish speaking countries. This course corresponds to the first two years of high school study. **This course is intended for students in the Honors Program, but it is open to all students who desire more challenging course work.**

**Schedule Description:** In this course students will develop the ability to converse, read and write in Spanish. The course includes the study of essentials of pronunciation, vocabulary, idioms, and grammatical structures along with an introduction to the cultures of Spanish speaking countries. This course corresponds to the first two years of high school study. **This course is intended for students in the Honors Program, but it is open to all students who desire more challenging course work.**

**Rationale:** This course includes the academically enriched activities of an honors course for SPAN 101.

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

5 of 48

## NEW COURSE

**Course ID:** SPAN 102H

**Course Title:** College Spanish II - **Honors**

**Units:** 5

**Lecture:** 5 contact hour(s) per week  
80 - 90 contact hours per semester

**Prerequisite:** SPAN 101 or SPAN 101H

**Catalog Description:** In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries. **This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.**

**Schedule Description:** In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries. **This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.**

**Rationale:** This course includes the academically enriched activities of an honors course for SPAN 101.

**Effective:** FA13

**Course ID:** WELD 010

**Course Title:** Introduction to Welding

**Units:** 2

**Lecture:** 1 contact hour(s) per week  
16 - 18 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 for students in any field that utilizes welding processes. The course provides exploration of various techniques by demonstration and through hands on practice. Emphasis will be on Oxy-Acetylene welding and cutting processes and on welding using Gas Metal Arc Welding (also known as MIG or wire) in flat and horizontal positions.

**Schedule Description:** This is an introductory course for students in any field that utilizes welding processes. The course provides exploration of various techniques by demonstration and through hands on practice. Emphasis will be on Oxy-Acetylene welding and cutting processes and on welding using Gas Metal Arc Welding (also known as MIG or wire) in flat and horizontal positions.

**Rationale:** This course will provide a clear entry point for anyone who wants to learn to weld safely. The introductory course will expose students to various welding processes, equipments, methods and safety procedures. Welding for fabrication and metal repair are useful and marketable skills that anyone can acquire and practice safely. Among the many tradespeople that use basic welding are plumbers, landscapers, theater prop designers, handymen, metal sculpturers, HVAC technicians and auto body repairers. Upon completion of this course, the students may progress to higher level courses to become professional welders or continue to use basic welding in their chosen trade or hobby.

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>ADJUS 108</b>	JUVENILE PROCEDURES

**Catalog Description:** This course is an examination of the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focuses on juvenile law, courts and processes, and the constitutional protections extended to juveniles administered by the American Justice System.

**Schedule Description:** This course explores the theories that focuses on juvenile law, courts and processes, and the constitutional protections extended to juveniles administered by the American Justice System.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CHEM 101</b>	INTRODUCTORY CHEMISTRY

**Prerequisites:** ENGL 914 or eligibility for ENGL 015 or higher as determined by the SBVC assessment process and MATH 090 or eligibility for MATH 095 or higher as determined by the SBVC assessment process

**Schedule Description:** This course provides a foundation for the concepts of chemistry and includes the study of physical and chemical properties of substances, measurements, atomic structure, the periodic table, chemical equations, states of matter, and basic organic and biochemistry.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CS 110</b>	FUNDAMENTALS OF COMPUTER SCIENCE

**Prerequisites:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 102

**Corequisite:** MATH 102

**Catalog Description:** This course is an overview of the computer science discipline investigating the design and use of the computer devices, the art and science of problem solving and programming, the representation of data, human-computer interactions and ethical considerations, and information security principles. Also included is hands-on experience with command line and GUI operating systems; application of HTML, CSS, and scripts to web pages; and computer programming with an object-oriented language such as C++, Java, or C#.

**Schedule Description:** This course is an overview of the computer science discipline investigating the design and use of the computer devices, the art and science of problem solving and programming, the representation of data, human-computer interactions and ethical considerations, and information security principles. Also included is hands-on experience with command line and GUI operating systems; application of HTML, CSS, and scripts to web pages; and computer programming with an object-oriented language such as C++, Java, or C#.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

**MODIFY COURSE**

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CS 130</b>	APPLIED COMPUTER LOGIC

**Course Title:** Discrete Structures

**Prerequisites:** CS 110 and MATH 102

**Catalog Description:** This course surveys discrete structures used in computer science with an emphasis on applications. Topics covered include: functions, relations, and sets; basic logic; proof techniques; basics of counting; graphs and trees; and discrete probability.

**Schedule Description:** This course surveys discrete structures used in computer science with an emphasis on applications. Topics covered include: functions, relations, and sets; basic logic; proof techniques; basics of counting; graphs and trees; and discrete probability.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CS 170</b>	ASSEMBLY LANGUAGE

**Catalog Description:** This course focuses on the organization and behavior of computer systems at the assembly-language level. The mapping of high-level language statements and constructs to machine-level instructions and internal representation of common data types and simple structures is studied including the methods of numerical computation with assembly language constructs emphasizing common pitfalls associated with data representation and procedural errors encountered during the creation of machine language routines. This course includes hands on experience creating assembly language programs.

**Schedule Description:** This course focuses on the organization and behavior of computer systems at the assembly-language level and includes hands on experience creating assembly language programs.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CS 190</b>	PROGRAMMING IN C++

**Prerequisites:** CS 110 and CS 130 and ENGL 101 or ENGL 101H or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process

**Corequisite:** CS 130

**Catalog Description:** This course is an examination of intermediate object-oriented programming concepts and their application using the C++ language. Topics include event-driven programming; human-computer interactions; analysis of iterative and recursive solution complexity for searching/sorting algorithms; intermediate data structures; and programming constructs; object-oriented design and modeling; integration of database access into programming solutions; impact of computer science on selected societal issues; and software assurance.

**Schedule Description:** This course is an examination of intermediate object-oriented programming concepts and their application using the C++ language. Topics include event-driven programming; human-computer interactions; analysis of iterative and recursive solution complexity for searching/sorting algorithms; intermediate data structures; and programming constructs; object-oriented design and modeling; integration of database access into programming solutions; impact of computer science on selected societal issues; and software assurance.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CS 265</b>	<b>DATA STRUCTURES</b>

**Course Title:** Data Structures and Algorithms with C++

**Prerequisites:** CS 130 and CS 190 and MATH 250

**Corequisite:** MATH 250

**Catalog Description:** This course is an introduction to algorithmic analysis and data structures. Topics include formal computing algorithms, algorithmic strategies, and basic algorithm analysis; canonical data structures; intermediate recursion; human-computer interaction; professionalism and ethical behavior; software information assurance, software engineering, and software reuse.

**Schedule Description:** This course is an introduction to algorithmic analysis and data structures. Topics include formal computing algorithms, algorithmic strategies, and basic algorithm analysis; canonical data structures; intermediate recursion; human-computer interaction; professionalism and ethical behavior; software information assurance, software engineering, and software reuse.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 010x4</b>	<b>CULINARY ARTS INTERNSHIP</b>

**Course ID:** CULART 010

**Course Title:** Culinary Arts Internship I

**Units:** 5.5

**Laboratory:** 16.5 contact hour(s) per week  
264 - 297 contact hours per semester

**Prerequisites:** CULART 160 and CULART 225

**Catalog Description:** This course provides a supervised internship in the Culinary Arts Program's operational restaurant. The concentration will be on building basic preparation techniques, recipe standardization, time management and preparing meals for customers. (Formerly CULART 010x4)

**Schedule Description:** This course provides a supervised internship in the Culinary Arts Program's operational restaurant. The concentration will be on building basic preparation techniques, recipe standardization, time management and preparing meals for customers. (Formerly CULART 010x4)

**EQUATE:** YES

**Remove Repeatability**

**Rationale:** Leveling CULART 010x4

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 020</b>	<b>CATERING AND BANQUETS I</b>

**Prerequisite:** CULART 160

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 030x2</b>	<b>CATERING AND BANQUETS II</b>

**Course ID:** CULART 030

**Units:** 6

**Laboratory:** 18 contact hour(s) per week  
288 - 324 contact hours per semester

**Catalog Description:** This course is an intermediate course in catering and banquets. Topics include the management aspect of catering and banquet services, such as ordering, receiving, purchasing, staffing events, customer service, food presentation and catering set-ups for 100 to 500 people. (Formerly CULART 030x2)

**Schedule Description:** This course is an intermediate course in catering and banquets. Topics include the management aspect of catering and banquet services, such as ordering, receiving, purchasing, staffing events, customer service, food presentation and catering set-ups for 100 to 500 people. (Formerly CULART 030x2)

**EQUATE:** YES

**Remove Repeatability**

**Rationale:** Leveling CULART 030x2

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 040</b>	<b>INTRODUCTION TO BAKING</b>

**Units:** 3

**Lecture:** 1 contact hour(s) per week  
16 - 18 contact hours per semester

**Laboratory:** 6 contact hour(s) per week  
96 - 108 contact hours per semester

**Prerequisite:** CULART 160

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 101</b>	<b>INTRODUCTION TO CULINARY ARTS</b>

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

**Catalog Description:** This course is an overview of the food service and hospitality industries with an emphasis on career opportunities, customer service, and personal success strategies. Topics include brief history, description and interrelationships of key industry segments emphasizing the application of technology, ethics, leadership, teams, critical thinking, and service standards for the restaurant and hotel-related business.

**Schedule Description:** This course is an overview of the food service and hospitality industries with an emphasis on career opportunities, customer service, and personal success strategies. Topics include brief history and description of key industry segments emphasizing technology, ethics, leadership, teams, and service standards.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 160</b>	INTRODUCTION TO FOODS

**Prerequisites:** CULART 225 and MATH 942 or eligibility for MATH 952 as determined by the SBVC assessment process

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 161</b>	QUANTITY FOOD PREPARATION

**Prerequisites:** CULART 160 and CULART 240

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 201</b>	CULINARY AND HOSPITALITY MANAGEMENT

**Prerequisite:** CULART 101

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 225</b>	SANITATION AND SAFETY

**Departmental Advisory:** None

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 235</b>	MENU PLANNING PRINCIPLES

**Prerequisites:** CULART 101 and MATH 942 or eligibility for MATH 952 as determined by the SBVC assessment process

**Catalog Description:** This course presents the menu as the central influence on all food service functions. It focuses on the development of menus with an emphasis on the practical details of costing, planning, analyzing, purchasing and production, promotion and service.

**Schedule Description:** This course presents the menu as the central influence on all food service functions. It focuses on the development of menus with an emphasis on the practical details of costing, planning, analyzing, purchasing and production, promotion and service.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013



<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 240</b>	PROCUREMENT, PURCHASING AND SELECTION

**Prerequisites:** CULART 235 and MATH 942 or eligibility for MATH 952 as determined by the SBVC assessment process

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 250</b>	FOOD, WINE AND BEVERAGE SERVICE CONCEPTS

**Prerequisite:** CULART 235

**Catalog Description:** This course covers the psychology of service, dining room organization, serving styles, wine and beverage service, staffing and management; a thorough study of major wines, grape varieties and world-wide appellations where they are grown.

**Schedule Description:** This course covers the psychology of service, dining room organization, serving styles, wine and beverage service, staffing and management; a thorough study of major wines, grape varieties and world-wide appellations where they are grown.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>CULART 275</b>	FOOD, BEVERAGE AND LABOR COST CONTROL

**Prerequisite:** CULART 240

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>DIESEL 019</b>	TRUCK AND BUS HEAVY-DUTY ELECTRICAL SYSTEMS

**Course Title:** Heavy-Duty Truck Electrical Systems

**Catalog Description:** This course covers basic principles of truck heavy-duty electricity and electronics systems. Detailed topics include batteries, charging, starting systems, and the use of a digital multi-meter for analysis and diagnosis of series, parallel, and series-parallel circuits.

**Schedule Description:** This course covers basic principles of truck heavy-duty electricity and electronics systems. Detailed topics include batteries, charging, starting systems, and the use of a digital multi-meter for analysis and diagnosis of series, parallel, and series-parallel circuits.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>DIESEL 021</b>	<b>DIESEL ENGINES – LIGHT DUTY</b>

**Course Title:** Heavy-Duty Diesel Engines

**Catalog Description:** This course covers theory and practical shop work in the repair, operation, and maintenance of heavy-duty industrial diesel engines and fuel injection systems including general troubleshooting and diagnostic testing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Schedule Description:** This course covers theory and practical shop work in the repair, operation, and maintenance of heavy-duty industrial diesel engines and fuel injection systems.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>DIESEL 022</b>	<b>HEAVY-DUTY TRUCK BRAKES</b>

**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

**Catalog Description:** This course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck brake systems and components including principles of hydraulic and pneumatic brake systems, anti-lock, and computer controlled braking systems used in today's modern heavy-duty diesel trucks and busses.

**Schedule Description:** This course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck brake systems and components including principles of hydraulic and pneumatic brake systems, anti-lock, and computer controlled braking systems used in today's modern heavy-duty diesel trucks and busses.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>DIESEL 023</b>	<b>HEAVY-DUTY TRUCK SUSPENSION AND STEERING</b>

**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

**Catalog Description:** This course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck suspension and steering components including principles of hydraulic and pneumatic steering and suspension systems.

**Schedule Description:** This course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck suspension and steering components including principles of hydraulic and pneumatic steering and suspension systems.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>DIESEL 024x3</b>	ADVANCED HEAVY-DUTY DIESEL ENGINES

**Course ID:** DIESEL 024

**Catalog Description:** This course is an advanced engine rebuilds class that covers theory and practical shop work in the repair, operation, and maintenance of various heavy-duty diesel engines. Topics include general troubleshooting and diagnostic testing of engine components and systems found in most engines from a variety of engine manufacturers. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test. (Formerly DIESEL 024x3)

**Schedule Description:** This course is an advanced engine rebuilds class that covers theory and practical shop work in the repair, operation, and maintenance of various heavy-duty diesel engines. (Formerly DIESEL 024x3)

**EQUATE:** YES

**Remove Repeatability**

**Rationale:** Leveling DIESEL 024x3

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>DIESEL 026x3</b>	COMPUTER CONTROLLED DIESEL ENGINES

**Course ID:** DIESEL 026

**Catalog Description:** This course covers theory and practical shop work in the repair, operation, and maintenance of computer controlled diesel engines. Topics include general troubleshooting and diagnostics using assorted electronic and computerized test equipment on operable computer controlled diesel engines. (Formerly DIESEL 026x3)

**Schedule Description:** This course covers theory and practical shop work in the repair, operation, and maintenance of computer controlled diesel engines. (Formerly DIESEL 026x3)

**EQUATE:** YES

**Remove Repeatability**

**Rationale:** Leveling DIESEL 026x3

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>DIESEL 028</b>	HEAVY-DUTY TRUCK PREVENTIVE MAINTENANCE

**Course Title:** Heavy-Duty Truck Systems

**Prerequisite:** DIESEL 019

**Catalog Description:** This course covers theory and practical shop work in maintenance, air conditioning, Antilock Brake System (ABS), computers, and operations of the heavy-duty truck and bus systems. Course is designed to provide students the needed skills and knowledge to perform advanced level labor tasks in the heavy-duty truck and bus service industry.

**Schedule Description:** This course covers theory and practical shop work in maintenance, air conditioning, Antilock Brake System (ABS), computers, and operations of the heavy-duty truck and bus systems.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>DIESEL 035</b>	HEAVY-DUTY VEHICLE AUTOMATIC TRANSMISSIONS

**Catalog Description:** This course provides theory and hands-on experience with heavy- and medium-duty automatic transmission operation, construction, service and overhaul procedures.

**Schedule Description:** This course provides theory and hands-on experience with heavy- and medium-duty transmission operation, construction, service and overhaul procedures.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>DIESEL 038</b>	HEAVY-DUTY DIESEL EMISSIONS

**Units:** 1

**Lecture:** 0.75 contact hour(s) per week  
12 - 13.5 contact hours per semester

**Laboratory:** 0.75 contact hour(s) per week  
12 - 13.5 contact hours per semester

**Prerequisite:** DIESEL 026

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>FN 064</b>	NUTRITION MANAGEMENT

**Departmental Advisories:** ENGL 914 and MATH 942

**Catalog Description:** The focus of this course is on the food service and nutrition management in a health care facility. It includes the development of policies, protocols and procedures for organizing, staffing and training, as well as the promotion of sound financial planning and a cost control system.

**Schedule Description:** The focus of this course is on the food service and nutrition management in a health care facility. It includes the development of policies, protocols and procedures for organizing, staffing and training, as well as the promotion of sound financial planning and a cost control system.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>FN 162</b>	NUTRITION

**Departmental Advisories:** MATH 942 and ENGL 914

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 101</b>	<b>INTRODUCTION TO PHYSICAL GEOLOGY</b>

**Prerequisites:** ENGL 914 or eligibility for ENGL 015 as determined through the SBVC assessment process and MATH 942 or eligibility for MATH 952 as determined by the SBVC assessment process

**Departmental Advisory:** GEOL 111

**Catalog Description:** This course is an introduction to the study of the Earth, with emphasis on the materials that make up the Earth. It emphasizes Plate Tectonics, the processes that created the continents and the ocean basins, and the processes that change the landscape.

**Schedule Description:** This course is an introduction to the study of the Earth, with emphasis on the materials that make up the Earth. It emphasizes Plate Tectonics, the processes that created the continents and the ocean basins, and the processes that change the landscape.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 111</b>	<b>PHYSICAL GEOLOGY LABORATORY</b>

**Course Title:** Introduction to Physical Geology Laboratory

**Department Advisory:** None

**Catalog Description:** This course is a hands-on introduction to the study of the Earth, with an emphasis on the materials that make up the Earth. Students will participate in one or more field trips. This course is recommended for students concurrently enrolled in GEOL 101 or who have successfully completed GEOL 101 within the last two years.

**Schedule Description:** This course is a hands-on introduction to the study of the Earth, with an emphasis on the materials that make up the Earth. Students will participate in one or more field trips. This course is recommended for students concurrently enrolled in GEOL 101 or who have successfully completed GEOL 101 within the last two years.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 112</b>	<b>HISTORICAL GEOLOGY</b>

**Prerequisites:** GEOL 101 and GEOL 111

**Catalog Description:** This course reviews the geologic history of the Earth. Specific topics include the planet's origin and chronological processes that produce major continental and oceanic features, plate tectonics, stratigraphy, interpretation of Earth history from rock and fossil records, and the evolutionary development of plant and animal life. Students should anticipate participating in one or more field trips.

**Schedule Description:** This course reviews the geologic history of the Earth. Specific topics include the planet's origin and chronological processes that produce major continental and oceanic features, plate tectonics, stratigraphy, interpretation of Earth history from rock and fossil records, and the evolutionary development of plant and animal life. Students should anticipate participating in one or more field trips.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 122</b>	<b>ENVIRONMENTAL GEOLOGY</b>

**Prerequisites:** GEOL 101 and GEOG 110

**Catalog Description:** This course introduces the relationships among geologic processes, natural resources, and the needs of society. Topics include natural hazards such as earthquakes, landslides, and mudflows; mineral and energy resources; and the particular problems associated with urbanization, resource use, and pollution. Students should anticipate participating in one or more field trips.

**Schedule Description:** This course introduces the relationships among geologic processes, natural resources, and the needs of society. Topics include natural hazards such as earthquakes, landslides, and mudflows; mineral and energy resources; and the particular problems associated with urbanization, resource use, and pollution. Students should anticipate participating in one or more field trips.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 170x4</b>	<b>GEOLOGIC HISTORY OF THE GREAT BASIN</b>

**Course ID:** GEOL 170

**Course Title:** Geological History of the Great Basin Province

**Laboratory:** 1.5 contact hour(s) per week  
24 - 27 contact hours per semester

**Prerequisites:** GEOL 101 or GEOG 110

**Departmental Advisory:** GEOL 112

**Catalog Description:** Students will discuss and observe the physical and historical geology of the Great Basin Province of the United States, with special emphasis on the geology of Death Valley National Park. Coursework will involve a series of lectures leading to a three to four day field trip through the Great Basin in and around Death Valley. Students must attend the field trip for the successful completion of the course. The field trips will emphasize the geological features and anthropological history of the Great Basin Province. (Formerly GEOL 170x4)

**Schedule Description:** Students will discuss and observe the physical and historical geology of the Great Basin Province of the United States, with special emphasis on the geology of Death Valley National Park. Coursework will involve a series of lectures leading to a three to four day field trip through the Great Basin in and around Death Valley. Students must attend the field trip for the successful completion of the course. The field trips will emphasize the geological features and anthropological history of the Great Basin Province. (Formerly GEOL 170x4)

**EQUATE:** YES

**Remove Repeatability**

**Rationale:** Leveling GEOL 170x4

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 201</b>	<b>MINERALOGY</b>

**Prerequisites:** GEOL 101 and GEOL 111 and CHEM 101 or CHEM 150 or CHEM 150H

**Catalog Description:** This course emphasizes the classification and origin of minerals through chemical and physical tests, as well as spectroscopic, optical, and x-ray diffraction analyses. There is an ancillary study of crystal structures with models, natural crystals, and stereographic projections. Students should anticipate participating in one or more field trips.

**Schedule Description:** This course emphasizes the classification and origin of minerals through chemical and physical tests, as well as spectroscopic, optical, and x-ray diffraction analyses. There is an ancillary study of crystal structures with models, natural crystals, and stereographic projections. Students should anticipate participating in one or more field trips.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 222</b>	<b>INDEPENDENT STUDY IN GEOLOGY</b>

**Prerequisite:** GEOL 101

**Catalog Description:** Students with previous course work in Geology 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 Geology. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Schedule Description:** Students with previous course work in Geology 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:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 250</b>	<b>GEOLOGY OF CALIFORNIA</b>

**Prerequisites:** GEOL 101 or GEOG 110

**Catalog Description:** This course introduces students to the physical and historical geology of California, emphasizing the distinctive geologic features of each of California's twelve geomorphic provinces. Students should anticipate participating in one or more field trips.

**Schedule Description:** This course introduces students to the physical and historical geology of California, emphasizing the distinctive geologic features of each of California's twelve geomorphic provinces. Students should anticipate participating in one or more field trips.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 251</b>	<b>GEOLOGY OF THE NATIONAL PARKS AND MONUMENTS</b>

**Prerequisites:** GEOL 101 or GEOG 110

**Departmental Advisories:** GEOL 111 or GEOG 111 and CIT 118

**Catalog Description:** This course comprises a study of the geology of selected national parks, monuments, seashores, recreational areas, and other public sites of geologic interest within the United States and its territories. There is an emphasis on the geologic processes that formed these notable sites. Students should anticipate participating in one or more field trips.

**Schedule Description:** This course comprises a study of the geology of selected national parks, monuments, seashores, recreational areas, and other public sites of geologic interest within the United States and its territories. There is an emphasis on the geologic processes that formed these notable sites. Students should anticipate participating in one or more field trips.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 260</b>	<b>INTRODUCTION TO FIELD GEOLOGY</b>

**Units:** 3

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

**Prerequisites:** GEOL 101 or GEOL 112 or GEOL 201

**Departmental Advisory:** GIS 130

**Catalog Description:** This course emphasizes demonstration, discussion, and practice of field investigations of geologic environments. Activities include describing, mapping, and identifying geologic phenomena using the Brunton compass, GPS units, and topographic maps. As this is a hands-on course, students will spend time in the field.

**Schedule Description:** This course emphasizes demonstration, discussion, and practice of field investigations of geologic environments. Activities include describing, mapping, and identifying geologic phenomena using the Brunton compass, GPS units, and topographic maps. As this is a hands-on course, students will spend time in the field.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013



<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GEOL 270x2</b>	<b>GEOLOGY OF THE EASTERN SIERRA NEVADA</b>

**Course ID:** GEOL 270

**Laboratory:** 1.5 contact hour(s) per week  
24 - 27 contact hours per semester

**Prerequisites:** GEOL 101 or GEOG 110

**Departmental Advisory:** GEOL 112

**Catalog Description:** This course provides a lecture discussion and field observation of the physical and historical geology of the Eastern Sierra Nevada Province. It includes a three to four day field trip along the boundary between the Sierra Nevada and Basin and Range Provinces. A three to four day field trip demonstrates volcanic, glacial, and other geologic or economic processes. This field trip is required for the successful completion of the course. (Formerly GEOL 270x2)

**Schedule Description:** This course provides a lecture discussion and field observation of the physical and historical geology of the Eastern Sierra Nevada Province. It includes a three to four day field trip along the boundary between the Sierra Nevada and Basin and Range Provinces. A three to four day field trip demonstrates volcanic, glacial, and other geologic or economic processes. This field trip is required for the successful completion of the course. (Formerly GEOL 270x2)

**EQUATE:** YES

**Remove Repeatability**

**Rationale:** Leveling GEOL 270x2

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>GIS 098</b>	<b>GIS WORK EXPERIENCE</b>

**Work Experience:** 5 - 20 contact hour(s) per week

**Prerequisite:** GIS 135

**Corequisite:** GIS 135

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>HIST 150</b>	<b>INTRODUCTION TO LATIN AMERICAN HISTORY</b>

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

**Catalog Description:** This course studies the historical heritage of Latin America from its Indian, European and African origins to present. Course material is presented in chronological order with themes ranging from social, political, and cultural developments, to poverty, international conflicts, and race relations.

**Schedule Description:** This course studies the historical heritage of Latin America from its Indian, European and African origins to present. Course material is presented in chronological order with themes ranging from social, political, and cultural developments, to poverty, international conflicts, and race relations.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>HUMSV 140</b>	<b>CASE MANAGEMENT IN PUBLIC SERVICE</b>

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

**Catalog Description:** This course provides an overview of the history, theories, skills and knowledge of case management in public social service settings. Topics include organizational structure, funding streams, regulatory issues, job descriptions, skills, personal qualities, evaluation, assessment and referral, employment services, and career paths. It is designed for students entering into the field of case management in public service.

**Schedule Description:** This course provides an overview of the history, theories, skills and knowledge of case management in public social service settings.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>HUMSV 167</b>	<b>CRISIS INTERVENTION, ASSESSMENT, REFERRAL, AND EVALUATION</b>

**Course Title:** Crisis Intervention

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

**Catalog Description:** The course examines the history and definitions of crisis intervention. Practical application of intervention theories and models, interviewing techniques, referral procedures, and assessment are explained and demonstrated. Analysis of types of crises such as suicide, substance abuse and violence in the workplace; common dangers; and coping methods will be presented. Professional issues including legal and ethical issues, confidentiality, cultural sensitivity and burn out are also covered.

**Schedule Description:** This course examines the history, definitions, models and techniques of crisis intervention strategies including interviewing, assessment, and community resources/referral. Analysis of types of crises, common dangers and coping methods will be presented.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>HUMSV 170</b>	<b>INTRODUCTION TO HUMAN SERVICES</b>

**Departmental Advisory:** ENGL 914

**Catalog Description:** This course is an exploration of the historical and theoretical perspectives of human services in response to social problems. Examination of legal, ethical, and problem solving models are presented and implications of ethnic, gender, and cultural diversity issues are discussed.

**Schedule Description:** This course is an exploration and examination of historical and theoretical perspectives of human services in response to social problems. Legal, ethical, and problem solving models are presented and implications of ethnic, gender, and cultural diversity issues are discussed.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>HUMSV 172</b>	<b>GROUP AND FAMILY DYNAMICS</b>

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

**Catalog Description:** This course offers a comprehensive study of the dynamics operating in groups and families including the identification of healthy versus dysfunctional groups/families; methods of intervention in dysfunctional groups/families; and the techniques of facilitating treatment groups.

**Schedule Description:** This course offers a comprehensive study of the dynamics operating in groups and families including the identification of healthy versus dysfunctional groups/families; methods of intervention, and techniques of facilitation treatment groups. Approved for continuing education credit for nurses. Provider approved by California Board of Registered Nursing. Provider #01480 for 45 contact hours.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>HUMSV 173</b>	<b>HELPING AND INTERPERSONAL SKILLS</b>

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

**Catalog Description:** This course offers a practical study of helping strategies and interpersonal skills. The focus is on the use of techniques to improve communication, better evaluate relationships, and resolve conflicts.

**Schedule Description:** This course offers a practical study of helping strategies and interpersonal skills. The focus is on the use of techniques to improve communication, better evaluate relationships, and resolve conflicts. This course qualifies for continuing education for nurses. Provider approved by the California board of Registered Nursing, provider number 01480, for 45 contact hours.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>HUMSV 179</b>	<b>LEGAL/ETHICAL ISSUES IN HUMAN SERVICES</b>

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

**Schedule Description:** This course is a study of the interpretation and practice of the legal/ethical responsibilities and liabilities encountered in Human Services.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

**MODIFY COURSE**

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>HUMSV 181</b>	<b>ALCOHOL/DRUG STUDIES: INTRODUCTION</b>

**Departmental Advisory:** ENGL 914

**Catalog Description:** An exploration of the psychological, sociological, and physical causes and effects of alcohol and drug abuse is provided in this course. Also included, are the examination of stereotypes about substance abusers, and the major prevention and treatment strategies.

**Schedule Description:** An exploration of the psychological, sociological, and physical causes and effects of alcohol and drug abuse is provided in this course. This course is approved for continuing education for nurses. Provider approved by the California Board of Registered Nursing. Provider #01480 for 45 contact hours.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>HUMSV 182</b>	<b>ALCOHOL/DRUG: PROGRAM MODALITIES</b>

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

**Catalog Description:** This course presents a comprehensive introduction to the various treatment modalities in the field of substance abuse treatment, including analysis and a detailed exploration of the continuum of care in the field and a review of the state certification and licensing requirements. The course will include a history of treatment and the responses to the changes within the economic environment.

**Schedule Description:** This course presents a comprehensive introduction to the various types of modalities in the field of substance abuse treatment, including analysis and a detailed exploration of continuum of care in the field and a review of the state certification and licensing requirements. This course is approved for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing. Provider #01480 for 45 contact hours.

**Rationale:** Content review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>PS 112</b>	<b>INTRODUCTION TO THE DEVELOPMENT OF MODERN SCIENCE</b>

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

**Department Advisory:** None

**Catalog Description:** This course is a survey of the rise of modern science from the Scientific Revolution of the 16th and 17th centuries through the biological and earth science revolutions of the 20th century and today. The historical forces that led to major scientific developments and the impact of science and science-based technology on society will be examined.

**Schedule Description:** This course is a survey of the rise of modern science from the Scientific Revolution through today. The historical forces that led to major scientific and technological advancement will be examined.

**Rationale:** Content review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

**MODIFY COURSE**

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>POLIT 204</b>	INTRODUCTION TO WORLD POLITICS

**Course ID:** POLIT 141

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

**Catalog Description:** This introductory course in world politics (international relations) surveys the principal actors, issues and processes involved in international relations. It includes paradigms and approaches in the study of world politics; foreign policy; issues of war and peace; international organizations; international law; globalization; international political economy, including global financial and trade institutions; human rights; and the global environment with respect to sustainable development. (Formerly POLIT 204)

**Schedule Description:** An introduction to world politics (international relations), this course surveys the major actors, processes and issues that inform international relations, including foreign policy, war and peace, international organizations, global political economy, human rights, international law, the global environment, and sustainable development. (Formerly POLIT 204)

**EQUATE:** YES

**Rationale:** Content Review

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>REFRIG 001</b>	REFRIGERATION I

**Course ID:** HVAC/R 001

**Course Title:** HVAC/R Fundamentals

**Catalog Description:** This course covers basic principles of refrigeration, refrigerants, refrigeration components and tools; repair and testing of refrigeration units; and basic brazing and soldering. (Formerly REFRIG 001)

**Schedule Description:** This course covers basic principles of refrigeration, refrigerants, refrigeration components and tools; repair and testing of refrigeration units; and basic brazing and soldering. (Formerly REFRIG 001)

**EQUATE:** YES

**Rationale:** Modified to reflect program name change approved by the Board of Trustees March 2012

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>REFRIG 002</b>	REFRIGERATION II

**Course ID:** HVAC/R 002

**Course Title:** Domestic Mechanical Refrigeration

**Prerequisite:** HVAC/R 001

**Catalog Description:** This course covers principles of refrigeration compression systems, operations and controls, refrigeration and freezer construction, piping and parts layout. Included in the lab work is troubleshooting and servicing domestic refrigeration units. (Formerly REFRIG 002)

**Schedule Description:** This course covers principles of refrigeration compression systems, operations and controls, refrigeration and freezer construction, piping and parts layout. Included in the lab work is troubleshooting and servicing domestic refrigeration units. (Formerly REFRIG 002)

**EQUATE:** YES

**Rationale:** Modified to reflect program name change approved by the Board of Trustees March 2012

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>REFRIG 003</b>	REFRIGERATION III

**Course ID:** HVAC/R 003

**Course Title:** Commercial Mechanical Refrigeration

**Prerequisite:** HVAC/R 001

**Catalog Description:** This course covers theory of compressor construction and operation, principles of all types of refrigerant controls and multi-stage control devices pertaining to commercial and industrial refrigeration including practical lab work. (Formerly REFRIG 003)

**Schedule Description:** This course covers theory of compressor construction and operation, principles of all types of refrigerant controls and multi-stage control devices pertaining to commercial and industrial refrigeration including practical lab work. (Formerly REFRIG 003)

**EQUATE:** YES

**Rationale:** Modified to reflect program name change approved by the Board of Trustees March 2012

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>REFRIG 004</b>	REFRIGERATION ELECTRICITY I

**Course ID:** HVAC/R 004

**Course Title:** Electrical Fundamentals for HVAC/R

**Catalog Description:** This course covers fundamentals of direct and alternating current circuits, test equipment, electric motors of all types, wiring and control devices used in modern refrigeration equipment including practical lab work with electrical refrigeration trainers and projects.(Formerly REFRIG 004)

**Schedule Description:** This course covers fundamentals of direct and alternating current circuits, test equipment, electric motors of all types, wiring and control devices used in modern refrigeration equipment including practical lab work with electrical refrigeration trainers and projects. (Formerly REFRIG 004)

**EQUATE:** YES

**Rationale:** Modified to reflect program name change approved by the Board of Trustees March 2012

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>REFRIG 005</b>	REFRIGERATION ELECTRICITY I

**Course ID:** HVAC/R 005

**Course Title:** Commercial Electric for HVAC/R

**Prerequisite:** HVAC/R 004

**Catalog Description:** This course covers solid state control systems with emphasis on schematic reading and electrical troubleshooting pertaining to refrigeration equipment including practical lab work with electrical refrigeration trainers and projects. (Formerly REFRIG 005)

**Schedule Description:** This course covers solid state control systems with emphasis on schematic reading and electrical troubleshooting pertaining to refrigeration equipment including practical lab work with electrical refrigeration trainers and projects. (Formerly REFRIG 005)

**EQUATE:** YES

**Rationale:** Modified to reflect program name change approved by the Board of Trustees March 2012

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

<b>MODIFY COURSE</b>
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<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>REFRIG 006</b>	AIR CONDITIONING AND HEATING (HVAC)

**Course ID:** HVAC/R 006

**Course Title:** HVAC/R Air Distribution Systems

**Prerequisite:** HVAC/R 001

**Catalog Description:** This course covers theory of multiple-stage systems and multiple-control devices with emphasis on condensing and evaporation equipment, heavy duty piping layout, forced-air heating, ventilation, and air conditioning including lab work with refrigeration trainers and projects. (Formerly REFRIG 006)

**Schedule Description:** This course covers theory of multiple-stage systems and multiple-control devices with emphasis on condensing and evaporation equipment, heavy duty piping layout, forced-air heating, ventilation, and air conditioning including lab work with refrigeration trainers and projects. (Formerly REFRIG 006)

**EQUATE:** YES

**Rationale:** Modified to reflect program name change approved by the Board of Trustees March 2012

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>REFRIG 007</b>	REFRIGERATION WELDING

**Course ID:** HVAC/R 007

**Course Title:** Welding for HVAC/R

**Catalog Description:** This course covers intensive training in soldering, brazing and welding techniques on copper tubing, steel and dissimilar metals using oxyacetylene and special gas torches as practiced in the refrigeration, HVAC industry including blueprint reading and fabrication. (Formerly REFRIG 007)

**Schedule Description:** This course covers intensive training in soldering, brazing and welding techniques on copper tubing, steel and dissimilar metals using oxyacetylene and special gas torches as practiced in the refrigeration, HVAC industry. (Formerly REFRIG 007)

**EQUATE:** YES

**Rationale:** Modified to reflect program name change approved by the Board of Trustees March 2012

**Effective:** FA13

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>SPAN 102</b>	COLLEGE SPANISH II

**Prerequisite:** SPAN 101 or SPAN 101H

**Rationale:** Content Review

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

26 of 48

**MODIFY COURSE**

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>WELD 023</b>	<b>OXY-ACETYLENE WELDING</b>

**Course ID:** WELD 012

**Units:** 2

**Lecture:** 1 contact hour(s) per week  
16 - 18 contact hours per semester

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

**Prerequisite:** WELD 010

**Catalog Description:** This course provides training to develop the manual skills necessary to produce a quality weld using oxy-acetylene welding and flame cutting that are essential for maintenance welding and cutting. (Formerly WELD 023)

**Schedule Description:** This course provides training to develop the manual skills necessary to produce a quality weld using oxy-acetylene welding and flame cutting that are essential for maintenance welding and cutting. (Formerly WELD 023)

**EQUATE:** YES

**Rationale:** Content Review

**Effective:** FA13

**CONTENT REVIEW****NO CHANGES TO COURSE ID, TITLE, UNITS, REQUISITES, HOURS, CATALOG OR SCHEDULE DESCRIPTIONS**

**CHEM 104**

**CHEM 104H**

**GIS 130**

**MUS 104**

**MUS 105**

**MUS 106**

**SPAN 101**

**Effective:** FA13

**Rationale:** 6-year review cycle

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013



## DELETE COURSES

AERO 100.2	CRMJUS 018	DIESEL 034	POLICE 040	POLICE 074	POLICE 092
AERO 101.2	CRMJUS 020	HUMSV 175	POLICE 041	POLICE 075	POLICE 095
AERO 121	CRMJUS 031	HUMSV 176	POLICE 050	POLICE 078	POLICE 996
AERO 122	CRMJUS 036	HUMSV 178	POLICE 054	POLICE 079	POLICE 997
AERO 124	CRMJUS 065	HUMSV 198G	POLICE 058	POLICE 080	
AERO 125	CRMJUS 066	POLICE 004x20	POLICE 059	POLICE 082	
AERO 126	CRMJUS 068	POLICE 005x20	POLICE 064	POLICE 084	
AERO 134	CRMJUS 069	POLICE 010	POLICE 065	POLICE 086	
AERO 140	CRMJUS 072x20	POLICE 020	POLICE 069	POLICE 087	
AERO 144	CRMJUS 075	POLICE 025	POLICE 070	POLICE 088	
BIOL 204	DIESEL 020	POLICE 028	POLICE 072	POLICE 090	
CIT 060	DIESEL 030	POLICE 029	POLICE 073	POLICE 091	

**Effective:** FA13

**Rationale:** Courses are no longer offered

## DISTRIBUTED EDUCATION

ADJUS 108	GEOL 250	PS 112
CHEM 101	GEOL 251	SPAN 101
CHEM 104	GIS 130	SPAN 101H
CHEM 104H	GIS 222	SPAN 102
CS 110	HIST 145	SPAN 102H
CS 130	HUMSV 140	
CS 170	HUMSV 167	
CS 190	HUMSV 170	
CS 265	HUMSV 179	
FN 064	HUMSV 181	
FN 162	MUS 104	
GEOL 101	MUS 105	
GEOL 112	MUS 106	
GEOL 122	POLIT 141	

### **100% ONLINE**

**Effective:** FA13

**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.

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## Communication Studies Transfer Degree, AA-T

The Associate in Arts for Transfer (AA-T) in communication studies provides opportunities for students through the Student Transfer Achievement Reform Act (SB 1440). The law states that students will have guaranteed admission to a California State University (CSU) campus upon successful completion of the specified program requirements. This degree encourages student to examine and evaluate human communication across and within various contexts for the purpose of increasing communication competence. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does not accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

To earn this AA-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommend that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Communication Studies should consult with a counselor regarding the transfer process and lower division requirements.

### REQUIRED CORE COURSE

	<b>Units</b>
COMMST 100                      Elements of Public Speaking	3
<b>or</b>	
COMMST 100H                    Elements of Public Speaking - <b>Honors</b>	3

### LIST A: 6 units minimum

	<b>Units</b>
COMMST 111                      Interpersonal Communication	3
COMMST 125                      Critical Thinking Through Argumentation and Debate	3
COMMST 140                      Small Group Communication	3

### LIST B: 6 units minimum

#### Any course not used from List A

	<b>Units</b>
COMMST 135                      Mass Media and Society	3
COMMST 174                      Intercultural Communication	3
ENGL 102                          Intermediate Composition and Critical Thinking	4
<b>or</b>	
ENGL 102H                        Intermediate Composition and Critical Thinking - <b>Honors</b>	4

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

**List C: 3 units minimum**

		<b>Units</b>
COMMST 176	Gender Differences in Communication	3
ENGL 122	Journalism Production: Introduction	2
ENGL 151	Freshman Composition and Literature	3
PSYCH 100	General Psychology	3
<b>or</b>		
PSYCH 100H	General Psychology - <b>Honors</b>	3
SOC 100	Introduction to Sociology	3
<b>or</b>		
SOC 100H	Introduction to Sociology - <b>Honors</b>	3
<b>Major Total: 18-21</b>		
<b>CSU GE-Breadth or IGETC for CSU requirements: 39-42</b>		
<b>CSU electives (as needed to reach 60 transferrable units): 0-3</b>		
<hr/> <b>Total Units</b>		<b>60</b>

**Effective:** FA13

**Rationale:** Offering a communication studies TMC degree will offer additional options for students who wish to pursue transfer to the CSU system. This TMC offers many benefits to our students. The most significant advantage is the assurance that this AA-T will be accepted as appropriate major preparation at all CSU campuses, rather than just the one nearest to the college at which the degree was completed. The degrees authorized under SB 1440 encourage students to complete their associate degrees before transferring while offering a streamlined pathway for transfer to the CSU, thus benefiting students in multiple ways.

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

30 of 48

## Computer Science Transfer Degree, AS-T

The Associate of Science for Transfer (AS-T) in Computer Science is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus.

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does not accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

To earn this AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommend that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Computer Science should consult with a counselor regarding the transfer process and lower division requirements.

### COMPUTER SCIENCE MAJOR REQUIRED COURSES:

	<b>Units</b>	
CS 130	Discrete Structures	3
CS 170	Assembly Language	4
CS 190	Programming in C++	4
CS 265	Data Structures and Algorithms with C++	3
MATH 250	Single Variable Calculus I	4
MATH 251	Single Variable Calculus II	4
PHYSIC 200	Physics I	6
PHYSIC 201	Physics II	6

**Major Total: 34**

**CSU GE-Breadth or IGETC for CSU requirements: 39-42**

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### Total Units

**60**

*MATH 250 and PHYSIC 200 meet CSU GE-Breadth and IGETC requirements. No more than 60 units are required for an AS-T degree.*

**This is a Gainful Employment Program**

**Effective: FA13**

**Rationale:** Offering a computer science TMC degree will offer additional options for students who wish to pursue transfer to the CSU system. This TMC offers many benefits to our students. The most significant advantage is the assurance that this AS-T will be accepted as appropriate major preparation at all CSU campuses, rather than just the one nearest to the college at which the degree was completed. The degrees authorized under SB 1440 encourage students to complete their associate degrees before transferring while offering a streamlined pathway for transfer to the CSU, thus benefiting students in multiple ways.

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## Geography Transfer Degree, AS-T

This Associate in Science degree in Geography for Transfer (A.S.-T.) provides a path to students who wish to transfer to a CSU campus in Geography and serves the diverse needs of students who wish to obtain a broad and an in-depth understanding of the field. Additionally, this degree allows students to examine the environmental and spatial science of geography including both physical and cultural landscapes across the Earth. Courses in Geography also prepare students interested in careers in environmental studies, education, engineering, urban planning, and architecture.

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does not accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

To earn this AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommend that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Geography should consult with a counselor regarding the transfer process and lower division requirements.

### Required Courses

		<b>Units</b>
GEOG 102	Cultural Geography	3
GEOG 110	Physical Geography	3
GEOG 111	Physical Geography Laboratory	1
<b>or</b>		
GEOG 111H	Physical Geography Laboratory - <b>Honors</b>	1

### List A- Select 6 to 7 units from the following:

		<b>Units</b>
GEOG 120	World Regional Geography	3
GIS 130	Introduction to Geographic Information Systems (GIS)	3
GEOG 114	Weather and Climate	4

### List B- Select 6 units from the following:

		<b>Units</b>
ANTHRO 102	Cultural Anthropology	3
GEOL 101	Introduction to Physical Geology	3
POLIT 204	Introduction to World Politics	3
GIS 133	GIS Cartography and Base Map Development	3
ENGL 102	Intermediate Composition and Critical Thinking	4

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

	<b>or</b>	
ENGL 102H	Intermediate Composition and Critical Thinking - <b>Honors</b>	4
OCEAN 101	Elements of Oceanography	3
	<b>and</b>	
OCEAN 111	Elements of Oceanography Laboratory	1
<b>Major Total: 19-22</b>		
<b>CSU GE-Breadth or IGETC for CSU requirements: 39-42</b>		
<b>CSU electives (as needed to reach 60 transferrable units): 0-2</b>		
<b>Total Units</b>		<b>60</b>

**Effective:** FA13

**Rationale:** Offering a geography TMC degree will offer additional options for students who wish to pursue transfer to the CSU system. This TMC offers many benefits to our students. The most significant advantage is the assurance that this AS-T will be accepted as appropriate major preparation at all CSU campuses, rather than just the one nearest to the college at which the degree was completed. The degrees authorized under SB 1440 encourage students to complete their associate degrees before transferring while offering a streamlined pathway for transfer to the CSU, thus benefiting students in multiple ways.

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

33 of 48

## Geology Transfer Degree, AS-T

The Associate of Geology for Transfer (AS-T) in Geology is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus.

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does not accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

To earn this AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommend that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Geology should consult with a counselor regarding the transfer process and lower division requirements.

### Required Courses

		<b>Units</b>
GEOL 101	Introduction to Physical Geology	3
GEOL 111	Introduction to Physical Geology Laboratory	1
GEOL 112	Historical Geology	4
CHEM 150	General Chemistry I	5
<b>or</b>		
CHEM 150H	General Chemistry I - <b>Honors</b>	5
CHEM 151	General Chemistry II	5
<b>or</b>		
CHEM 151H	General Chemistry II - <b>Honors</b>	5
MATH 250	Single Variable Calculus I	4
MATH 251	Single Variable Calculus II	4

### Recommended Courses:

		<b>Units</b>
BIOL 100	General Biology	4
<b>or</b>		
BIOL 109	History of Life	4
<b>or</b>		
BIOL 109H	History of Life - <b>Honors</b>	4

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

GEOG 110	Physical Geography	3
GEOL 201	Mineralogy	4
GIS 130	Introduction to Geographic Information Systems (GIS)	3
PHYSIC 150A	General Physics for the Life Sciences I	5
	<b>and</b>	
PHYSIC 150B	General Physics for the Life Sciences II	5
	<b>or</b>	
PHYSIC 200	Physics I	6
	<b>and</b>	
PHYSIC 201	Physics II	6

**Major Total: 26**

**CSU GE-Breadth or IGETC for CSU requirements: 39-42**

**Total Units**

**60**

*GEOL or CHEM and MATH 250 meet CSU GE-Breadth and IGETC requirements. No more than 60 units are required for an AS-T degree.*

**Effective:** FA13

**Rationale:** Offering a geology TMC degree will offer additional options for students who wish to pursue transfer to the CSU system. This TMC offers many benefits to our students. The most significant advantage is the assurance that this AS-T will be accepted as appropriate major preparation at all CSU campuses, rather than just the one nearest to the college at which the degree was completed. The degrees authorized under SB 1440 encourage students to complete their associate degrees before transferring while offering a streamlined pathway for transfer to the CSU, thus benefiting students in multiple ways.

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

35 of 48



## Political Science Transfer Degree, AA-T

Political Science is the academic discipline that investigates the institutions and processes by which human societies are ruled. Political scientists use the techniques of empirical research and historical analysis, along with normative consideration of the ends of political action, to explore the outcomes of various governmental arrangements and alternatives. The study of political science will prepare students for careers in law, politics, governmental service, social science teaching, and journalism, as well as for active participation in the political system of the United States.

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does not accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

To earn this AA-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommend that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in political science should consult with a counselor regarding the transfer process and lower division requirements.

### **Required Core:**

POLIT 100	American Politics	<b>Units</b> 3
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### **List A (Any Three of These):**

POLIT 110	Introduction to Political Theory	<b>Units</b> 3
<b>or</b>		
POLIT 110H	Introduction to Political Theory - <b>Honors</b>	3
POLIT 140	Introduction to Comparative Politics	3
POLIT 141	Introduction to World Politics	3
ECON 208	Business and Economics Statistics	4
<b>or</b>		
MATH 108	Introduction to Probability and Statistics	4
<b>or</b>		
PSYCH 105	Statistics for the Behavioral Sciences	3

### **List B (Any Two of These):**

ANTHRO 102	Cultural Anthropology	<b>Units</b> 3
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Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

ECON 100	Introduction to Economics	3
ECON 200	Principles of Macroeconomics	3
	<b>or</b>	
ECON 200H	Principles of Macroeconomics - <b>Honors</b>	3
ECON 201	Principles of Microeconomics	3
	<b>or</b>	
ECON 201H	Principles of Microeconomics - <b>Honors</b>	3
ENGL 102	Intermediate Composition and Critical Thinking	4
	<b>or</b>	
ENGL 102H	Intermediate Composition and Critical Thinking - <b>Honors</b>	4
HIST 100	United States History to 1877	3
HIST 101	United States History: 1865 to Present	3
HIST 137	Racial and Ethnic Groups in United States History	3
HIST 150	Introduction to Latin American History	3
HIST 170	World History to 1500	3
HIST 171	World History Since 1500	3
PHIL 101	Introduction to Philosophy	3
	<b>or</b>	
PHIL 101H	Introduction to Philosophy - <b>Honors</b>	3
POLIT 138	Service Learning: Student Leadership	3
POLIT 139	Service Learning: Community Leadership	3
PSYCH 100	General Psychology	3
	<b>or</b>	
PSYCH 100H	General Psychology - <b>Honors</b>	3
RELIG 100	Introduction to Religious Studies	3
	<b>or</b>	
RELIG 100H	Introduction to Religious Studies - <b>Honors</b>	3
SOC 100	Introduction to Sociology	3
	<b>or</b>	
SOC 100H	Introduction to Sociology - <b>Honors</b>	3
<b>Major Total: 18-20</b>		
<b>CSU GE-Breadth or IGETC for CSU requirements: 39-42</b>		
<b>CSU electives (as needed to reach 60 transferrable units): 0-3</b>		

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**Total Units** **60**

**Effective:** FA13

**Rationale:** Offering a political science TMC degree will offer additional options for students who wish to pursue transfer to the CSU system. This TMC offers many benefits to our students. The most significant advantage is the assurance that this AA-T will be accepted as appropriate major preparation at all CSU campuses, rather than just the one nearest to the college at which the degree was completed. The degrees authorized under SB 1440 encourage students to complete their associate degrees before transferring while offering a streamlined pathway for transfer to the CSU, thus benefiting students in multiple ways.

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

37 of 48

## MODIFY DEGREE

### Advanced Automotive Collision Repair and Refinishing A.S. Degree Major

This degree is designed to prepare students for entry-level work as an auto collision repair technician and/or painter apprentice beyond the Basic Automotive Collision Repair and Refinishing Certificate.

To graduate with a specialization in Advanced Automotive Collision Repair and Refinishing, students must complete the following courses plus the general breadth requirements for the associate of science degree (minimum total = 60 units).

#### REQUIRED COURSES:

		<b>Units</b>
AUTO 020	Non-Structural Body Repair	6
AUTO 022	Non-Structural Collision Repair	6
AUTO 024	Structural Analysis and Damage Repair	6
AUTO 026	Auto Collision Refinishing	6
AUTO 028	Damage Analysis and Estimating	3
AUTO 029	Estimating	3
AUTO 050	Automotive Brakes	4
	<b>or</b>	
AUTO 052	Automotive Suspension and Steering	4
AUTO 084	General Automotive Technology	4

#### RECOMMENDED COURSE:

		<b>Units</b>
AUTO 056	Automotive Heating and Air Conditioning	4

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#### **Total Units**

**38**

*AUTO 020 may be waived through the Articulation 2+2 program with prior agreement with the auto collision and refinishing instructor.*

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Adding AUTO 028 and 029 per Advisory Committee's recommendation

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

38 of 48

## Aviation Maintenance Technician A.S. Degree Major

To graduate with a specialization in Aviation Maintenance Technician, students must complete the following requirements with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units). This degree enables the holder to perform 100 hours and annual inspections on aircraft ranging from small aircraft used in general aviation to jets utilized by commercial airlines.

**REQUIRED COURSES:**

		<b>Units</b>
AERO 100	General/Calculations and Basic Electricity Airframe and Powerplant Technologies	5
AERO 100L	General Laboratory/Calculations and Basic Electricity Airframe and Powerplant Technologies	2
AERO 101	General/Materials and Servicing Airframe and Powerplant Technologies	5
AERO 101L	General Laboratory/Materials and Servicing Airframe and Powerplant Technologies	2
AERO 102	Airframe Maintenance - Structures	6
AERO 102L	Airframe Maintenance Laboratory - Structures	5
AERO 103	Airframe Maintenance - Systems and Components	6
AERO 103L	Airframe Maintenance Laboratory - Systems and Components	5
AERO 104	Powerplant Maintenance - Reciprocating Engine Overhaul	6
AERO 104L	Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul	5
AERO 105	Powerplant Maintenance - Accessory Overhaul	6
AERO 105L	Powerplant Maintenance Laboratory - Accessory Overhaul	5

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**Total Units** **58**

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Updating curriculum changes

## CIT – Office Technology A.A. Degree Major

To graduate with a degree in Office Technology, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units). This degree is designed to prepare students for entry-level positions such as general clerk, information clerk, receptionist, and secretary.

**REQUIRED COURSES:**

		<b>Units</b>
BUSAD 039	Strategies for Successful Employment	3
CIT 016	Advanced Keyboarding	3
CIT 020	Word Processing: Microsoft Word	3
CIT 101	Introduction to Computer Literacy	3
CIT 105	Introduction to Windows	2
CIT 114	Spreadsheets: Excel	3

**Select one course from the following:**

		<b>Units</b>
ART 145	Fundamentals of Graphic Design	3
CIT 025	Microsoft Office Outlook	2
CIT 118	Microsoft Powerpoint	3
CIT 120	Internet	2

---

**Total Units** **19 - 20**

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## MODIFY DEGREE

### Culinary Arts Program A.A. Degree Major

To graduate with a specialization in Culinary Arts, students must complete the following required courses plus the general breadth requirements for the associate degree.

<b>REQUIRED COURSES:</b>		<b>Units</b>
BUSAD 100	Introduction to Business	3
CULART 011	Culinary Arts Internship II	5.5
CULART 012	Culinary Arts Internship III	5.5
CULART 041	Advanced Baking	6
CULART 101	Introduction to Culinary Arts	3
CULART 160	Introduction to Foods	3
CULART 161	Quantity Food Preparation	3
CULART 201	Culinary and Hospitality Management	3
CULART 225	Sanitation and Safety	3
CULART 235	Menu Planning Principles	3
CULART 240	Procurement, Purchasing and Selection	3
CULART 250	Food, Wine and Beverage Service Concepts	3
CULART 275	Food, Beverage and Labor Cost Control	3
FN 162	Nutrition	3
<b>Total Units</b>		<b>50</b>

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

### Engine Performance A.S. Degree Major

To graduate with a specialization in Engine Performance, students must complete all requirements for the Engine Performance major with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

This degree is designed to prepare students for entry-level work as engine performance specialist and diagnostic technician or a state certified smog check and repair technician. Areas such as computer systems, electrical systems, basic engine diagnosis and emissions repair and certification are covered. Students working for this degree must have a basic knowledge in general automotive or take AUTO 084 General Automotive Technology first in order to learn and work in these occupations.

<b>REQUIRED COURSES:</b>		<b>Units</b>
AUTO 063	Emission Systems	4
<b>or</b>		
AUTO 067	Emission/Smog Check Technician Training	4
AUTO 064	Automotive Electrical: Battery, Starting and Charging Systems	5
AUTO 066	ASE Alternative A-6, A-8, L-1 Prep or Certificate	4
AUTO 068	Engine Performance - Ignition Systems	5
AUTO 069	Engine Performance - Fuel and Exhaust Systems	5
<b>Total Units</b>		<b>23</b>

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## MODIFY DEGREE

### Heating, Ventilation, Air Conditioning and Refrigeration A.S. Degree Major

To graduate with a specialization in Heating, Ventilation, Air Conditioning and Refrigeration, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

#### REQUIRED COURSES:

		<b>Units</b>
HVAC/R 001	HVAC/R Fundamentals	4
HVAC/R 002	Domestic Mechanical Refrigeration	4
HVAC/R 003	Commercial Mechanical Refrigeration	4
HVAC/R 004	Electrical Fundamentals for HVAC/R	4
HVAC/R 005	Commercial Electric for HVAC/R	4
HVAC/R 006	HVAC/R Air Distribution Systems	4
HVAC/R 007	Welding for HVAC/R	3
Environmental Protection Agency (EPA) Universal Certification (608)		0

#### RECOMMENDED COURSE: Students are encouraged to take this course to augment their knowledge of air conditioning and heating:

		<b>Units</b>
AUTO 056	Automotive Heating and Air Conditioning	4

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#### **Total Units**

**27**

#### **This is a Gainful Employment Program**

**Rationale:** Modified to reflect program name change approved by the Board of Trustees March 2012

**Effective:** FA13

## DELETE DEGREE

### FLIGHT OPERATIONS AND MANAGEMENT

**Rationale:** Degree no longer offered

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

41 of 48

## Advanced Automotive Collision Repair and Refinishing Certificate

This certificate is designed to prepare students for entry-level work as an auto collision repair technician and/or painter apprentice beyond the Basic Automotive Collision Repair and Refinishing Certificate and to prepare students for the Automotive Service Excellence (ASE) certification test.

### **REQUIRED COURSES:**

		<b>Units</b>
AUTO 020	Non-Structural Body Repair	6
AUTO 022	Non-Structural Collision Repair	6
AUTO 024	Structural Analysis and Damage Repair	6
AUTO 026	Auto Collision Refinishing	6
AUTO 028	Damage Analysis and Estimating	3
AUTO 029	Estimating	3
AUTO 050	Automotive Brakes	4
<b>or</b>		
AUTO 052	Automotive Suspension and Steering	4
AUTO 084	General Automotive Technology	4
<b>RECOMMENDED COURSE:</b>		<b>Units</b>
AUTO 056	Automotive Heating and Air Conditioning	4

### **Total Units**

**38**

*AUTO 020 may be waived through the Articulation 2+2 program with prior agreement with the auto collision and refinishing instructor.*

### **This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Adding AUTO 028 and 029 per Advisory Committee's recommendation

## Airframe Maintenance Technician Certificate

This certificate is designed to prepare students to qualify for the Airframe Certificate issued by the Federal Aviation Administration (FAA), which enables the holder to perform 100 hours and annual inspections on aircraft ranging from small aircraft used in general aviation to jets utilized by commercial airlines. The written examinations are administered by the FAA at computer testing centers. The total program requires 1,150 hours of lecture and laboratory.

### **REQUIRED COURSES:**

		<b>Units</b>
AERO 100	General/Calculations and Basic Electricity Airframe and Powerplant Technologies	5
AERO 100L	General Laboratory/Calculations and Basic Electricity Airframe and Powerplant Technologies	2
AERO 101	General/Materials and Servicing Airframe and Powerplant Technologies	5
AERO 101L	General Laboratory/Materials and Servicing Airframe and Powerplant Technologies	2
AERO 102	Airframe Maintenance - Structures	6
AERO 102L	Airframe Maintenance Laboratory - Structures	5
AERO 103	Airframe Maintenance - Systems and Components	6
AERO 103L	Airframe Maintenance Laboratory - Systems and Components	5

### **Total Units**

**36**

### **This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Updating course curriculum changes

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## MODIFY CERTIFICATE

### Aviation Maintenance Technician Certificate

This certificate is designed to prepare students to qualify for the airframe and powerplant certificates issued by the Federal Aviation Administration (FAA), which enables the holder to perform 100 hours and annual inspections on aircraft ranging from small aircraft used in general aviation to jets utilized by commercial airlines. The written examinations are administered by the FAA at computer testing centers. The total program requires 1,900 hours of lecture and laboratory.

**REQUIRED COURSES:**

		<b>Units</b>
AERO 100	General/Calculations and Basic Electricity Airframe and Powerplant Technologies	5
AERO 100L	General Laboratory/Calculations and Basic Electricity Airframe and Powerplant Technologies	2
AERO 101	General/Materials and Servicing Airframe and Powerplant Technologies	5
AERO 101L	General Laboratory/Materials and Servicing Airframe and Powerplant Technologies	2
AERO 102	Airframe Maintenance - Structures	6
AERO 102L	Airframe Maintenance Laboratory - Structures	5
AERO 103	Airframe Maintenance - Systems and Components	6
AERO 103L	Airframe Maintenance Laboratory - Systems and Components	5
AERO 104	Powerplant Maintenance - Reciprocating Engine Overhaul	6
AERO 104L	Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul	5
AERO 105	Powerplant Maintenance Lecture - Accessory Overhaul	6
AERO 105L	Powerplant Maintenance Laboratory - Accessory Overhaul	5

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**Total Units** **58**

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Updating course curriculum changes

### CISCO Certified Network Associate Certificate

This certificate is designed to prepare students to take the Cisco Certified Network Associate certification examination. This course of study prepares students for entry level employment in the computer networking field. The certificate is part of the Cisco Networking Academy program and all instruction is provided by Cisco Certified Academy Instructors using Cisco certified curriculum.

**REQUIRED COURSES:**

		<b>Units</b>
CIT 091	Networking Fundamentals Semester One (Cisco Networking Academy)	3
CIT 092	Basic Routing Semester Two (Cisco Networking Academy)	3
CIT 093	Fundamentals of LANs, Local Area Networks, Semester Three (Cisco Networking Academy)	3
CIT 094	Fundamentals of WANs, Wide Area Networks , Semester Four (Cisco Networking Academy)	3

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**Total Units** **12**

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013



## Culinary Arts Certificate

The Culinary Arts Certificate is designed for students who are interested in entering middle-management positions within the restaurant/hospitality industry.

<b>REQUIRED COURSES:</b>		<b>Units</b>
BUSAD 100	Introduction to Business	3
CULART 011	Culinary Arts Internship II	5.5
CULART 012	Culinary Arts Internship III	5.5
CULART 041	Advanced Baking	6
CULART 101	Introduction to Culinary Arts	3
CULART 160	Introduction to Foods	3
CULART 161	Quantity Food Preparation	3
CULART 201	Culinary and Hospitality Management	3
CULART 225	Sanitation and Safety	3
CULART 235	Menu Planning Principles	3
CULART 240	Procurement, Purchasing and Selection	3
CULART 250	Food, Wine and Beverage Service Concepts	3
CULART 275	Food, Beverage and Labor Cost Control	3
FN 162	Nutrition	3
<b>RECOMMENDED COURSE:</b>		<b>Units</b>
BUSCAL 050	Quantitative Methods in Business	3

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**Total Units** **50**

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

## Dining Room Service Certificate

The Dining Room Service Certificate is designed to prepare students for entry-level employment in the front-of-the-house of the restaurant/hospitality industry.

<b>REQUIRED COURSES:</b>		<b>Units</b>
CULART 010	Culinary Arts Internship I	5.5
CULART 011	Culinary Arts Internship II	5.5
CULART 020	Catering and Banquets I	5
CULART 101	Introduction to Culinary Arts	3
CULART 225	Sanitation and Safety	3
CULART 235	Menu Planning Principles	3
CULART 250	Food, Wine and Beverage Service Concepts	3
CULART 275	Food, Beverage and Labor Cost Control	3

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**Total Units** **31**

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## MODIFY CERTIFICATE

### Engine Performance Certificate

This certificate is designed to prepare students for entry-level work as engine performance specialist and diagnostic technician or a state certified smog check and repair technician. Areas such as computer systems, electrical systems, basic engine diagnosis and emissions repair and certification are covered. Students working for this certificate must have a basic knowledge of arithmetic, reading, writing and general automotive experience or take AUTO 084 General Automotive Technology first in order to learn and work in these occupations.

<b>REQUIRED COURSES:</b>		<b>Units</b>
AUTO 063	Emission Systems	4
<b>or</b>		
AUTO 067	Emission/Smog Check Technician Training	4
AUTO 064	Automotive Electrical: Battery, Starting and Charging Systems	5
AUTO 066	ASE Alternative A-6, A-8, L-1 Prep or Certificate	4
AUTO 068	Engine Performance - Ignition Systems	5
AUTO 069	Engine Performance - Fuel and Exhaust Systems	5
MATH 942	Arithmetic	3

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<b>Total Units</b>	<b>26</b>
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**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

### Food Preparation Certificate

The Food Preparation Certificate is designed to prepare students for entry-level employment in food preparation.

<b>REQUIRED COURSES:</b>		<b>Units</b>
CULART 010	Culinary Arts Internship I	5.5
CULART 011	Culinary Arts Internship II	5.5
CULART 012	Culinary Arts Internship III	5.5
CULART 020	Catering and Banquets I	5
CULART 030	Catering and Banquets II	6
CULART 040	Introduction to Baking	3
CULART 041	Advanced Baking	6
CULART 101	Introduction to Culinary Arts	3
CULART 160	Introduction to Foods	3
CULART 161	Quantity Food Preparation	3
CULART 225	Sanitation and Safety	3
CULART 240	Procurement, Purchasing and Selection	3

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<b>Total Units</b>	<b>51.5</b>
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**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## Food Service Certificate

The Food Service Certificate is designed for students interested in employment at commercial restaurants, institutions, health care facilities, school food services, and related food service industries.

**REQUIRED COURSES:**

		<b>Units</b>
BUSAD 100	Introduction to Business	3
CULART 101	Introduction to Culinary Arts	3
CULART 160	Introduction to Foods	3
CULART 161	Quantity Food Preparation	3
CULART 201	Culinary and Hospitality Management	3
CULART 225	Sanitation and Safety	3
CULART 235	Menu Planning Principles	3
CULART 240	Procurement, Purchasing and Selection	3
CULART 250	Food, Wine and Beverage Service Concepts	3
CULART 275	Food, Beverage and Labor Cost Control	3

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**Total Units** **30**

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

## Heating, Ventilation, Air Conditioning and Refrigeration Certificate

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select. This certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in the field of heating, ventilation, air conditioning and refrigeration, installing, maintaining, and repairing such systems.

**REQUIRED COURSES:**

		<b>Units</b>
HVAC/R 001	HVAC/R Fundamentals	4
HVAC/R 002	Domestic Mechanical Refrigeration	4
HVAC/R 003	Commercial Mechanical Refrigeration	4
HVAC/R 004	Electrical Fundamentals for HVAC/R	4
HVAC/R 005	Commercial Electric for HVAC/R	4
HVAC/R 006	HVAC/R Air Distribution Systems	4
HVAC/R 007	Welding for HVAC/R	3
TECALC 087	Technical Calculations	4

**or**

MATH 095	Intermediate Algebra	4
	Environmental Protection Agency (EPA) Universal Certification (608)	0

**RECOMMENDED COURSE:** Students are encouraged to take this course to augment their knowledge of air conditioning and heating: **Units**

AUTO 056	Automotive Heating and Air Conditioning	4
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**Total Units** **31**

**This is a Gainful Employment Program**

**Rationale:** Modified to reflect program name change approved by the Board of Trustees March 2012

**Effective:** FA13

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## Heavy/Medium Duty Diesel Truck Technology Certificate

This certificate is designed to prepare students for entry-level positions for the repair and maintenance of diesel engines in trucks, locomotives, heavy vehicles, and mobile heavy-duty equipment.

<b>REQUIRED COURSES:</b>		<b>Units</b>
CIT 101	Introduction to Computer Literacy	3
DIESEL 019	Heavy-Duty Truck Electrical Systems	4
DIESEL 021	Heavy-Duty Diesel Engines	4
DIESEL 022	Heavy-Duty Truck Brakes	4
DIESEL 023	Heavy-Duty Truck Suspension and Steering	4
DIESEL 024	Advanced Heavy-Duty Diesel Engines	4
DIESEL 026	Computer Controlled Diesel Engines	4
DIESEL 028	Heavy-Duty Truck Systems	4
ENGL 914	Basic Writing	4
<b>or</b>		
Eligibility for ENGL 015 as determined by the SBVC assessment process		0 - 4
MATH 942	Arithmetic	3
<b>or</b>		
Eligibility for MATH 952 as determined by the SBVC assessment process		0 - 4
<b>RECOMMENDED COURSE:</b>		<b>Units</b>
WELD 010	Introduction to Welding	2

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**Total Units** **33 - 41**

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Content Review

## Powerplant Maintenance Technician Certificate

This certificate is designed to prepare students to qualify for the Powerplant Certificate issued by the Federal Aviation Administration (FAA), which enables the holder to perform 100 hours and annual inspections on aircraft ranging from small aircraft used in general aviation to jets utilized by commercial airlines. The written examinations are administered by the FAA at computer testing centers. The total program requires 1,150 hours of lecture and laboratory.

<b>REQUIRED COURSES:</b>		<b>Units</b>
AERO 100	General/Calculations and Basic Electricity Airframe and Powerplant Technologies	5
AERO 100L	General Laboratory/Calculations and Basic Electricity Airframe and Powerplant Technologies	2
AERO 101	General/Materials and Servicing Airframe and Powerplant Technologies	5
AERO 101L	General Laboratory/Materials and Servicing Airframe and Powerplant Technologies	2
AERO 104	Powerplant Maintenance - Reciprocating Engine Overhaul	6
AERO 104L	Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul	5
AERO 105	Powerplant Maintenance - Accessory Overhaul	6
AERO 105L	Powerplant Maintenance Laboratory - Accessory Overhaul	5

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**Total Units** **36**

**This is a Gainful Employment Program**

**Effective:** FA13

**Rationale:** Updating course curriculum changes

Curriculum Meetings: 11-19-12; 12-03-12; 12-06-12

Conjoint Meeting: 12-14-12

Board of Trustees Meeting: January 17, 2013

## DELETE CERTIFICATE

EATING DISORDERS STUDIES  
FLIGHT OPERATIONS AND MANAGEMENT  
FLUX CORE ARC WELDING (FCAW)  
GAS METAL ARC WELDING (GMAW)  
GAS TUNGSTEN ARC WELDING (GTAW)

**Effective:** FA13

**Rationale:** Certificate no longer offered

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Cheryl A. Marshall, Interim President, CHC  
PREPARED BY: Rebeccah Warren-Marlatt, Interim Vice President of Student Services and Instruction, CHC  
DATE: January 17, 2013  
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**  
**January 17, 2013**

**NEW COURSES**

**DIVISION:** Social Sciences  
**DEPARTMENT:** Philosophy  
**COURSE ID:** PHIL 101H  
**COURSE TITLE:** Introduction to Philosophy-Honors  
**SEMESTER UNITS:** 3  
**LECTURE:** 3 contact hours per week  
48 – 54 contact hours per semester  
**PREREQUISITE:** Acceptance into the College Honors Institute  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** None

**CATALOG DESCRIPTION:** Introduction to the major problems of philosophy, utilizing classical and modern philosophical literature as a basis for discussion of epistemology, metaphysics, ethics, and aesthetics. This course includes content and experiences appropriate for students wishing to earn honors credit.

**SCHEDULE DESCRIPTION:** Introduction to the major problems of philosophy, utilizing classical and modern philosophical literature as a basis for discussion of epistemology, metaphysics, ethics, and aesthetics. This course includes content and experiences appropriate for students wishing to earn honors credit.

**Note: Course will be equated with PHIL 101 and PHIL 101H at SBVC**

**Effective: FA13**

**Rationale:** Increase Honors Program

**MODIFIED COURSES**

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>BUSAD 039</b>	Foundations for Successful Employment

**Note: Course currently equates with BUSAD 039 at SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>BUSAD 103</b>	Human Resources Management

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101

**CATALOG DESCRIPTION:** Introduction to the management of human resources including understanding the impact and accountability of human resource activities in organizations. Global human resource strategies, social and organizational realities, legal implications affecting people at work, union/non-union practices, comparable work, employee compensation and benefits, and employee rights will be covered.

**Note: Course currently equates with BUSAD 011 at SBVC**

Curriculum Meeting: 11/26/12, 12/10/12 (only courses pertaining to Music and Geology degree)

Conjoint Meeting: 12/17/12

Board of Trustees Meeting: 01/17/13

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
BUSAD 105	Small Business Management

**COURSE TITLE:** Entrepreneurship and Small Business Management

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101

**CATALOG DESCRIPTION:** Introduction to entrepreneurship and principles of managing a small business. Emphasis on the development of an effective business plan and knowledge and skills necessary to open and operate a successful small business including managing growth, pricing, advertising, financial analysis, record-keeping, budgeting, purchasing and controlling inventory, franchising, and acquiring capital.

**SCHEDULE DESCRIPTION:** Introduction to entrepreneurship and principles of managing a small business. Includes development of an effective business plan and knowledge and skills necessary to open and operate a successful small business.

**Note: Course does not currently equate with SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
BUSAD 200	Business Management

**DEPARTMENTAL RECOMMENDATION:** Successful completion of BUSAD 100

**CATALOG DESCRIPTION:** Concepts and applications of successful management functions including planning, organizing, staffing, directing, decision making and controlling business activity. Development of effective management and leadership skills through simulation exercises.

**SCHEDULE DESCRIPTION:** Concepts and applications of successful management functions including planning, organizing, staffing, directing, decision making and controlling business activity.

**Note: Course currently equates with BUSAD 020 at SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
CIS 113	Java and J++ Programing

**COURSE TITLE:** Java Programming

**DEPARTMENTAL RECOMMENDATION:** Successful completion of CIS 101

**CATALOG DESCRIPTION:** Introduction to object-oriented programming using Java. Includes program design and development, program logic structures, classes and objects, object-oriented design, inheritance, arrays, graphical user interfaces, and applets.

**SCHEDULE DESCRIPTION:** Introduction to Java programming. Includes program design and development, program logic structures, classes and objects, object-oriented design, inheritance, arrays, graphical user interfaces, and applets.

**Note: Course does not currently equate with SBVC**

Curriculum Meeting: 11/26/12, 12/10/12 (only courses pertaining to Music and Geology degree)

Conjoint Meeting: 12/17/12

Board of Trustees Meeting: 01/17/13



**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
CIS 114	C++ Programming I

**DEPARTMENTAL RECOMMENDATION:** Successful completion of CIS 101

**CATALOG DESCRIPTION:** Introduction to the C++ programming language. Program design, development, and testing of C++ programs that effectively meet application requirements. Topics include the programming environment, data types and expressions, control structures, functions, stream input/output, arrays, and introduction to object-oriented programming.

**SCHEDULE DESCRIPTION:** Introduction to the C++ programming language. Program design, development, and testing of C++ programs.

**Note: Course does not currently equate with SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
CIS 116	C++ Programming II

**CATALOG DESCRIPTION:** An advanced study of the C++ programming language and the methodology of object-oriented program development. Program design, implementation, and testing of programs that effectively meet application requirements. Topics include functions, classes, overloading, inheritance, polymorphism, pointers, templates, data structures and algorithms, and file processing.

**SCHEDULE DESCRIPTION:** An advanced study of the C++ programming language and the methodology of object-oriented program development.

**Note: Course currently equates with CS 190 at SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
FRENCH 103	College French III

**SEMESTER UNITS:** 5

**LECTURE:** 5 contact hours per week  
80 – 90 contact hours per semester

**Note: Course currently equates with FRENCH 103 at SBVC**

**Effective: FA13**

**Rationale:** The units are being change from 4 to 5 units in order to align with CHC's second-year language classes and with other California community colleges.

COURSE ID	COURSE TITLE
FRENCH 104	College French IV

**SEMESTER UNITS:** 5

**LECTURE:** 5 contact hours per week  
80 – 90 contact hours per semester

**CATALOG DESCRIPTION:** A continuation of FRENCH 103. Further development of the students' listening, speaking, reading, and writing skills in French, and introduces more advanced grammar and vocabulary, with emphasis on oral and written communication in response to high intermediate level cultural and literary readings. Formal compositional strategies are introduced.

**Note:** Course currently equates with FRENCH 104 at SBVC

**Effective:** FA13

**Rationale:** The units are being change from 4 to 5 units in order to align with CHC's second-year language classes and with other California community colleges.

COURSE ID	COURSE TITLE
GEOL 170X4	Geologic History of the Great Basin

**COURSE ID:** GEOL 170

**CATALOG DESCRIPTION:** REMOVE: This course may be taken four times.

**Note:** Course currently equates with GEOL 170X4 at SBVC

**Effective:** FA13

**Rationale:** To comply with Title 5 regulation regarding course repeatability

COURSE ID	COURSE TITLE
GEOL 175X4	Geology of the Eastern Mojave Desert

**COURSE ID:** GEOL 175

**CATALOG DESCRIPTION:** REMOVE: This course may be taken four times.

**Note:** Course does not currently equate with SBVC

**Effective:** FA13

**Rationale:** To comply with Title 5 regulation regarding course repeatability

COURSE ID	COURSE TITLE
GEOL 177X4	Geology of the High Desert and Western Mojave Desert Region

**COURSE ID:** GEOL 177

**CATALOG DESCRIPTION:** REMOVE: This course may be taken four times.

**Note:** Course does not currently equate with SBVC

**Effective:** FA13

**Rationale:** To comply with Title 5 regulation regarding course repeatability

Curriculum Meeting: 11/26/12, 12/10/12 (only courses pertaining to Music and Geology degree)

Conjoint Meeting: 12/17/12

Board of Trustees Meeting: 01/17/13

COURSE ID	COURSE TITLE
GEOL 180X4	The Geology of Joshua Tree National Park

**COURSE TITLE:** Geology of Joshua Tree National Park

**COURSE ID:** GEOL 180

**DEPARTMENTAL RECOMMENDATION:** Eligibility for MATH 095. Eligibility for ENGL 101

**CATALOG DESCRIPTION:** REMOVE: This course may be taken four times.

**Note: Course does not currently equate with SBVC**

**Effective: FA13**

**Rationale:** To comply with Title 5 regulation regarding course repeatability. Six-year revision.

COURSE ID	COURSE TITLE
GEOL 181X4	Geology of the Anza Borrego Region

**COURSE ID:** GEOL 181

**DEPARTMENTAL RECOMMENDATION:** Eligibility for MATH 095. Eligibility for ENGL 101

**CATALOG DESCRIPTION:** REMOVE: This course may be taken four times.

**Note: Course does not currently equate with SBVC**

**Effective: FA13**

**Rationale:** To comply with Title 5 regulation regarding course repeatability. Six-year revision.

COURSE ID	COURSE TITLE
GEOL 190X4	Geology of the Eastern Sierra Nevada, Northern Section

**COURSE ID:** GEOL 190

**CATALOG DESCRIPTION:** REMOVE: This course may be taken four times.

**Note: Course does not currently equate with SBVC**

**Effective: FA13**

**Rationale:** To comply with Title 5 regulation regarding course repeatability

COURSE ID	COURSE TITLE
GEOL 270X4	Geology of the Eastern Sierra Nevada

**COURSE ID:** GEOL 270

**CATALOG DESCRIPTION:** REMOVE: This course may be taken four times.

**Note: Course currently equates with GEOL 270X2 at SBVC**

**Effective: FA13**

**Rationale:** To comply with Title 5 regulation regarding course repeatability

COURSE ID	COURSE TITLE
INTDIS 200A	The Honors Experience: World War I

**PREREQUISITES:** Acceptance into the College Honors Institute. ENGL 101 or ENGL 101H

**CATALOG DESCRIPTION:** Seminar experience for students participating in the college honors program. Advanced study of the political, economic, social and cultural aspects of World War I, from its origins to its aftermath through the 1920s and 1930s. Exploration accomplished through substantial analytical reading and writing, in-class discussions, oral presentations, and other activities.

Introduction to methods of original research.

**SCHEDULE DESCRIPTION:** Seminar experience for students participating in the college honors program. Advanced study of the political, economic, social and cultural aspects of World War I, from its origins to its aftermath through the 1920s and 1930s.

**Note: Course does not currently equate with SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
INTDIS 200B-Z	The Honors Experience

**PREREQUISITES:** Acceptance into the College Honors Institute. ENGL 101 or ENGL 101H

**SCHEDULE DESCRIPTION:** Determined by the course to be offered. Schedule description for a specific course will be attached to the course outline and submitted to the Curriculum Committee.

**Note: Course does not currently equate with SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
MUSIC 195X4	Music Technology and Recording

**COURSE ID:** MUSIC 195

**Note: Course does not currently equate with SBVC**

**Effective: FA13**

**Rationale:** To comply with Title 5 regulation regarding course repeatability

COURSE ID	COURSE TITLE
PBSF 119	Advanced Disaster Medical Response Provider

**CATALOG DESCRIPTION:** Trains multidisciplinary medical response personnel in medical and public health disaster care, medical response to terrorism, weapons of mass destruction, specific injuries, environmental considerations, and special considerations such as care of dead victims and mental health.

**SCHEDULE DESCRIPTION:** Trains multidisciplinary medical response personnel in medical and public health disaster care, medical response to terrorism, weapons of mass destruction, specific injuries, environmental considerations, and special considerations such as care of dead victims and mental health.

Curriculum Meeting: 11/26/12, 12/10/12 (only courses pertaining to Music and Geology degree)

Conjoint Meeting: 12/17/12

Board of Trustees Meeting: 01/17/13

**Note: Course does not currently equate with SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
PHIL 101	Introduction to Philosophy

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101

**Note: Course currently equates with PHIL 101 and PHIL 101H at SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
PSYCH 100	General Psychology

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101. Eligibility for MATH 090

**Note: Course currently equates with PSYCH 100 and PSYCH 100H at SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
PSYCH 100H	General Psychology – Honors

**DEPARTMENTAL RECOMMENDATION:** None

**Note: Course currently equates with PSYCH 100 and PSYCH 100H at SBVC**

**Effective: FA13**

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
PSYCH 102	Personal and Social Adjustment

**DEPARTMENTAL RECOMMENDATION:** Successful completion of or concurrent enrollment in ENGL 101 or ENGL 101H

**CATALOG DESCRIPTION:** Examination of human capacity to change, adapt, and cope with a variety of circumstances over the life span. Special attention is paid to the sociocultural contexts of adjustment, the role of self-understanding in adjustment, stress, adult development, careers, and family issues. A variety of theoretical perspectives will be used to review healthy and unhealthy behavior patterns as well as coping techniques for day-to-day concerns.

**Note: Course currently equates with PSYCH 102 at SBVC**

**Effective: FA13**

**Rationale:** Six-year revision. Distance Education component removed.

Curriculum Meeting: 11/26/12, 12/10/12 (only courses pertaining to Music and Geology degree)

Conjoint Meeting: 12/17/12

Board of Trustees Meeting: 01/17/13

COURSE ID	COURSE TITLE
PSYCH 103	Theories of Personality

**PREREQUISITIE:** PSYCH 100 or PSYCH 100H

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101

**Note:** Course currently equates with PSYCH 103 at SBVC

**Effective:** FA13

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
PSYCH 111	Developmental Psychology: Lifespan

**CATALOG DESCRIPTION:** Introduction to the study of lifespan development psychology from conception through aging. The focus is on six issues: the nature of change, continuity and discontinuity in development, the influence of genes and social context on growth, the influence of culture, race, and ethnicity on development, the effect of present experience on future outcomes, and current theory and research which contribute to an understanding of human development over the lifespan.

**Note:** Course currently equates with PSYCH 111 at SBVC

**Effective:** FA13

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
PSYCH 118	Human Sexual Behavior

**DEPARTMENTAL RECOMMENDATION:** Successful completion of or concurrent enrollment in ENGL 101 or ENGL 101H

**Note:** Course currently equates with PSYCH 118 at SBVC

**Effective:** FA13

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
SPAN 103	College Spanish III

**SEMESTER UNITS:** 5

**LECTURE:** 5 contact hours per week  
80 – 90 contact hours per semester

**SCHEDULE DESCRIPTION:** A continuation of SPAN 102. Further development of the student's listening, speaking, reading, and writing skills in Spanish.

**Note:** Course currently equates with SPAN 103 and SPAN 158 at SBVC

Curriculum Meeting: 11/26/12, 12/10/12 (only courses pertaining to Music and Geology degree)

Conjoint Meeting: 12/17/12

Board of Trustees Meeting: 01/17/13

**Effective: FA13**

**Rationale:** The units are being change from 4 to 5 units in order to align with CHC's second-year language classes and with other California community colleges.

COURSE ID	COURSE TITLE
SPAN 104	College Spanish IV

**SEMESTER UNITS:** 5

**LECTURE:** 5 contact hours per week  
80 – 90 contact hours per semester

**SCHEDULE DESCRIPTION:** A continuation of SPAN 103. In-depth study of Spanish grammar and the continued development of the student's listening, speaking, reading, and writing skills.

**Note: Course currently equates with SPAN 104 at SBVC**

**Effective: FA13**

**Rationale:** The units are being change from 4 to 5 units in order to align with CHC's second-year language classes and with other California community colleges.

### COURSE DELETION

COURSE ID	COURSE TITLE
MUSIC 112A	Jazz Theory and Musicianship I
MUSIC 112B	Jazz Theory and Musicianship II
MUSIC 130X4	Elementary Voice

**Effective: FA13**

**Rationale:** Courses are no longer being offered

### DISTANCE EDUCATION

COURSE ID	DE TYPE
PSYCH 100	100% Online
PSYCH 111	100% Online

**Effective: FA13**

**Rationale:** To increase Distance Education course offerings

### NEW TRANSFER DEGREE

#### ASSOCIATE IN ARTS IN MUSIC FOR TRANSFER

The Associate in Arts-Transfer (AA-T) degree in Music at Crafton Hills College is designed to meet the needs of students transferring to a California State University who intend to major in Music.

**REQUIRED COURSES:**

		UNITS
MUSIC 101	Music Theory I	4.00
MUSIC 102	Music Theory II	4.00
MUSIC 201	Music Theory III	4.00
MUSIC 202	Music Theory IV	4.00

Curriculum Meeting: 11/26/12, 12/10/12 (only courses pertaining to Music and Geology degree)

Conjoint Meeting: 12/17/12

Board of Trustees Meeting: 01/17/13

MUSIC 141X4 1	Applied Music	2.00
Students must complete eight units from the following courses:		<b>UNITS</b>
MUSIC 150X4 2	Concert Choir I	2.00
MUSIC 174X4 2	Jazz Band I	2.00

<b>RECOMMENDED COURSES:</b>		<b>UNITS</b>
MUSIC 120	Appreciation of Musical Literature	(3.00)
<b>OR</b>		
MUSIC 120H	Appreciation of Musical Literature-Honors	(3.00)
MUSIC 195	Music Technology and Recording	4.00

It is also recommended students demonstrate piano proficiency through coursework or examination.  
**TOTAL UNITS 32.00**

1 must be taken four times  
2 may be taken four times

**Effective: FA13**

**Rationale:** To comply with SB 1440 which requires community colleges develop and grant associate degrees to transfer

**NEW DEGREE**

**ASSOCIATE OF ARTS DEGREE FRENCH**

The French program at Crafton Hills College provides students an opportunity to communicate in French as well as an understanding of French culture.

<b>REQUIRED COURSES:</b>		<b>UNITS</b>
FRENCH 101	College French I	5.00
FRENCH 102	College French II	5.00
FRENCH 103	College French III	5.00
FRENCH 104	College French IV	5.00
<b>TOTAL UNITS</b>		<b>20.00</b>

**Effective: FA13**

**Rationale:** To meet the needs of students

**MODIFICATION OF DEGREE**

**ASSOCIATE OF SCIENCE DEGREE GEOLOGY**

The Geology program at Crafton Hills College introduces students to the primary processes, concepts, and theories that pertain to the geological sciences and related fields relevant to geology.

<b>REQUIRED COURSES:</b>		<b>UNITS</b>
GEOL 100	Physical Geology	(4.00)
<b>OR</b>		
GEOL 100H	Physical Geology-Honors	(4.00)



**OR**

GEOL 160	Geology Laboratory	(1.00)
<b>AND</b>		
GEOL 101	Introduction to Geology	(3.00)
<b>OR</b>		
GEOL 101H	Introduction to Geology-Honors	(3.00)
GEOL 112	Historical Geology	4.00
CHEM 150	General Chemistry I	5.00
CHEM 151	General Chemistry II	5.00
MATH 250	Single Variable Calculus I	4.00
MATH 251	Single Variable Calculus II	4.00
PHYSIC 250	College Physics I	4.00
PHYSIC 251 1	College Physics II	4.00

**Students must complete at least two units from the following list of field courses:**

		<b>UNITS</b>
GEOL 170	Geologic History of the Great Basin	1.00
GEOL 175	Geology of the Eastern Mojave Desert	1.00
GEOL 177	Geology of the High Desert and Western Mojave Desert Region	1.00
GEOL 180	Geology of Joshua Tree National Park	1.00
GEOL 181	Geology of the Anza Borrego Region	1.00
GEOL 190	Geology of the Eastern Sierra Nevada, Northern Section	1.00
GEOL 270	Geology of the Eastern Sierra Nevada	1.00

**RECOMMENDED COURSES:**

		<b>UNITS</b>
GEOL 170	Geologic History of the Great Basin	1.00
GEOL 175	Geology of the Eastern Mojave Desert	1.00
GEOL 177	Geology of the High Desert and Western Mojave Desert Region	1.00
GEOL 180	Geology of Joshua Tree National Park	1.00
GEOL 181	Geology of the Anza Borrego Region	1.00
GEOL 190	Geology of the Eastern Sierra Nevada, Northern Section	1.00
GEOL 270	Geology of the Eastern Sierra Nevada	1.00
GEOL 250	Geology of California	3.00
GEOL 251	Geology of National Parks and Monuments	3.00
GIS 175	Introduction to Information Mapping	3.00
OCEAN 100	Investigations in Oceanography	(4.00)
<b>OR</b>		
OCEAN 100H	Investigations in Oceanography	(4.00)
OCEAN 101	Elements of Oceanography	(3.00)
<b>OR</b>		
OCEAN 101H	Elements of Oceanography, Honors	(3.00)
PHYSIC 252	College Physics III	4.00
<b>TOTAL UNITS:</b>		<b>36.00</b>

1students may substitute PHYSIC 200-201 in lieu of PHYSIC 250-251. See a counselor for details.

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](http://www.assist.org).

**Effective: FA13**

**Rationale:** The department is adding a substitution statement to the degree. Also, repeatability courses have been removed.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Approval of Classified Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Lorena Guadiana, Research Assistant, CHC.

OVERVIEW

**Lorena Guadiana**, Research Assistant, CHC, full-time, 12 month position, Classified Salary Schedule, Range 46, Step A \$4,083 per month, effective February 4, 2013. Replacement for Amanda Saw.

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 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Acceptance of Classified Resignation

RECOMMENDATION

It is recommended that the Board of Trustees approve the resignation of Amanda Moody, Secretary II, SBVC.

OVERVIEW

Amanda Moody has submitted her letter of resignation from her position as Secretary II, SBVC, Criminal Justice Division effective December 14, 2012.

ANALYSIS

The Human Resources Department has provided Ms. Moody acceptance of her resignation from employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Approval of Employment Rescission

RECOMMENDATION

It is recommended that the Board of Trustees rescind the employment of David Smietana, Student Services Technician I, CHC.

OVERVIEW

Rescind the employment of David Smietana, Student Services Technician I, CHC, effective December 13, 2012.

ANALYSIS

On December 13, 2012, the Board of Trustees approved the employment of David Smietana. Mr. Smietana did not start employment due to accepting another job offer.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Approval of Classified Employee Transfer & Return to  
Previous Classification

RECOMMENDATION

It is recommended that the Board of Trustees approve the transfer of Laura Cross, Secretary II, SBVC, to the position of Administrative Secretary, CHC.

OVERVIEW

Laura Cross, Administrative Secretary, CHC, full-time 12-month position, Classified Salary Schedule, Range 37, Step E, \$3,973 per month effective January 22, 2013. Replacement for Betty Jo Wood.

ANALYSIS

Laura Cross, Secretary II, SBVC, requested consideration for a voluntary transfer into the vacant position of Administrative Secretary, CHC, a classification she previously held. Her request for transfer was reviewed and accepted.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Tanya Rogers, Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers, Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Approval of Classified Employee Reclassifications

### RECOMMENDATION

It is recommended that the Board of Trustees approve the reclassification of Baybie Scudder, Margaret Soto, Patricia Berry, Rocio Delgado, Patrice Hollis, Maria Perez-Santana, to Financial Aid Specialist II, SBVC, Stacy Garcia, Administrative Assistant I, SBVC, Karen Peterson, Tutorial Coordinator, CHC, and Anthony White, Senior Technology Support Specialist, CHC.

### ANALYSIS

To better meet the needs of the large number of students served through the Financial Aid Office at SBVC, it is in the best interest of the Department to have all the Financial Aid Specialists working at the same level. Reclassification to the same level will align job duties and responsibilities which are currently indistinguishable and include overlapping.

The SBVC President's Office has taken on many new projects that involve coordination and require a higher level of responsibility than the current position. Based on the increase of duties, responsibilities and support this position provides to the President's Office, it is recommended this position be reclassified to Administrative Assistant.

The Learning Resource Assistant position has shifted from assisting the Tutorial Center Coordinator to taking full responsibility and independence in making the day-to-day decisions. In addition, the recent growth of the Tutoring Center has changed duties and responsibilities.

Due to the needs and expectations of the CHC growing campus and expanding technology, Mr. White has been performing on the same level as a Senior Technology Support Specialist. He has continued to absorb the responsibilities and increased scope of work as the position necessitated without an adjustment in classification.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

### FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

**Baybie Scudder**, Financial Aid Specialist I to Financial Aid Specialist II, Classified Salary Schedule, Range 40, Step E, \$4,280 per month effective April 1, 2012.

**Margaret Soto**, Financial Aid Specialist I to Financial Aid Specialist II, Classified Salary Schedule, Range 40, Step E, \$4,280 per month effective October 1, 2012. Out-of-class pay April 1, 2012 through September 30, 2012.

**Patricia Berry**, Financial Aid Specialist I to Financial Aid Specialist II, Classified Salary Schedule, Range 40, Step E, \$4,280 per month effective October 1, 2012. Out-of-class pay April 1, 2012 through September 30, 2012.

**Maria Perez-Santana**, Financial Aid Specialist I to Financial Aid Specialist II, Classified Salary Schedule, Range 40, Step E, \$4,280 per month effective October 1, 2012. Out-of-class pay April 1, 2012 through September 30, 2012.

**Rocio Delgado**, Financial Aid Specialist I to Financial Aid Specialist II, Classified Salary Schedule, Range 40, Step C, \$3,882 per month effective October 1, 2012. Out-of-class pay April 1, 2012 through September 30, 2012.

**Patrice Hollis**, Financial Aid Specialist I to Financial Aid Specialist II, Classified Salary Schedule, Range 40, Step B, \$3,697 per month effective October 1, 2012. Out of Class pay April 1, 2012 through September 30, 2012.

**Stacy Garcia**, Administrative Secretary to Administrative Assistant I, President's Office, SBVC, Classified Salary Schedule, Range 41, Step D, \$4177 per month effective October 1, 2011.

**Karen Peterson**, Learning Resource Assistant to Tutorial Coordinator, CHC, Classified Salary Schedule, Range 34, Step B, \$3187 per month effective September 1, 2012.

**Anthony White**, Technology Support Specialist II to Senior Technology Support Specialist, CHC, Classified Salary Schedule, Range 54, Step D, \$5758 per month effective August 1, 2012.



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations  
PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations  
DATE: January 17, 2013  
SUBJECT: Consideration of Approval of Salary Amendment for Classified Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the amendment in salary for Monique Marrujo, Student Services Technician I, CHC.

OVERVIEW

Monique Marrujo, Student Services Technician I, CHC, 47.5% of full-time, Range 30, Step A, \$1306.25 per month.

ANALYSIS

On December 13, 2012, the Board approved the employment of Monique Marrujo at Range 30, Step A, \$1368 per month, 49.75% of full time. The budgeted position is 47.5% of full-time.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Approval of Short-Term, Substitute & Professional  
Expert Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of short-term, substitute & professional expert employees.

OVERVIEW

The attached list of short-term, substitute and professional expert employees is submitted for approval.

ANALYSIS

Current law requires the Board of Trustees to act on recommendations to appoint short-term, substitute, and professional expert employees before they can begin their work assignment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Short-Term Hourly Employees**  
**January 17, 2012**

<b>Name</b>	<b>Department</b>	<b>Site</b>	<b>Duties</b>	<b>Start Date</b>	<b>End Date</b>	<b>Hourly Rate</b>
Alcaraz, Christian	STEM Pathways Grant	CHC	Tutor II	1/18/13	6/30/13	\$11.00
Atkinson, Eric	STAR Program	SBVC	Tutor III	1/18/13	5/25/2013	\$13.00
Carranza, Richard	STAR Program	SBVC	Tutor III	1/18/13	5/25/2013	\$13.00
Cavazos, Ricky	Accounting	CHC	Project Assistant II	1/18/13	6/30/2013	\$11.00
Chiem, Vinh	MSEIP Grant - Science Division	SBVC	Tutor II	1/18/13	5/24/13	\$11.00
Estanque, Rudy	Art	CHC	Model (Undraped)	1/18/13	5/16/13	\$15.00
Ference, John	STEM Pathways Grant - Physics	CHC	Tutor II	1/18/13	6/30/13	\$11.00
Flores, Guadalupe	MSEIP Grant - Science Division	SBVC	Tutor II	1/18/13	5/24/13	\$11.00
Guerrero, Salina	Health and Physical Education	CHC	Tutor II	1/18/13	6/30/13	\$11.00
Hernandez, Stephen	Student Success Center	SBVC	Tutor II	1/18/13	6/30/13	\$11.00
Hindley, John	Student Success Center	SBVC	Tutor II	1/18/13	6/30/13	\$11.00
Iwu, Kingsley	Student Success Center	SBVC	Tutor II	1/18/13	6/30/13	\$11.00
Jaco, Herberth	MSEIP Grant - Science Division	SBVC	Tutor II	1/18/13	5/24/13	\$11.00
Keyes, Sara	Art	SBVC	Model (Undraped)	1/18/13	5/15/13	\$15.00
Lam, Oanh	Student Success Center	SBVC	Tutor II	1/18/13	6/30/13	\$11.00
McDearmon, Pamela	Student Success Center	SBVC	Tutor II	1/18/13	6/30/13	\$11.00
McKenzie, Sheila	STAR Program	SBVC	Tutor III	1/18/13	5/25/13	\$13.00
Mess, Venesa	Art	CHC	Model (Undraped)	1/18/13	5/16/13	\$15.00

Murillo, Jesse	Art	CHC	Model (Undraped)	1/18/13	5/16/13	\$15.00
Neuharth, Rose	Art	SBVC	Model (Undraped)	1/18/13	5/15/13	\$15.00
Nguyen, Linda	Student Success Center	SBVC	Tutor II	1/18/13	6/30/13	\$11.00
Odiakosa, Samuel	Art	CHC	Model (Undraped)	1/18/13	5/16/13	\$15.00
Perez Varela, Nuria Astrid	MSEIP Grant - Science Division	SBVC	Tutor II	1/18/13	5/24/13	\$11.00
Ramirez, Alberta	English	SBVC	Tutor III	1/18/13	6/30/13	\$13.00
Swanson, Justin M.	Health and Physical Education	CHC	Tutor III	1/18/13	6/30/13	\$13.00
Temby, Leonard	CIS	CHC	Tutor II	1/18/13	6/30/13	\$11.00
Thuong, Dan	MSEIP Grant - Science Division	SBVC	Tutor II	1/18/13	5/24/13	\$11.00
Vidrio, Daisy	STAR Program	SBVC	Tutor III	1/18/13	5/25/13	\$13.00
Williams-Yzaguirre, Alec	Student Success Center	SBVC	Tutor II	1/18/13	6/30/13	\$11.00

**Amend Board of December 13, 2012 to read as follows; Last Name was submitted incorrectly**

Shields, Courtney	English Department	SBVC	Tutor III	1/14/2013	6/30/13	\$13.00
Tremazi, Kalsoom	English Department	SBVC	Tutor III	1/14/2013	6/30/13	\$13.00

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Substitute Employees**  
**January 17, 2013**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Aguilar, Patricia	Admin Services	CHC	Clerical Assistant II	11/1/12	11/30/12	\$13.97
Chaves, Isidro	Custodial	CHC	Custodian	11/13/12	1/13/13	14.68/Day 15.05/Swing
Crooks, Karen	Campus Business Office	CHC	Account Clerk II	11/12/12	1/12/13	\$14.31
Fonzi, Nick	Police	DIST	Dispatch Clerk	10/29/12	12/31/12	\$15.81
Garvin, Ericka	Research and Planning	CHC	Research Assistant	11/7/12	1/7/13	\$23.47
Glazatov, Trelisa	Distributed Education	DIST	Instructional Support Specialist	10/10/12	12/10/12	\$28.59
Heard, David R	Police	DIST	College Security Officer	10/29/12	12/31/12	\$15.43
Herrera, Claudia	Library	SBVC	Library Media Clerk	1/7/13	3/7/13	\$14.31
Johnson, Daniel	Custodial	CHC	Custodian	11/5/12	1/5/13	14.68/Day 15.05/Swing
Lopez, Richard E	Custodial	CHC	Custodian	12/2/12	2/2/13	14.68/Day 15.05/Swing
Luther, Lorie	Child Development Center	CHC	Child Development Assistant	12/14/12	2/14/13	\$12.35
Martinez, Blanca O	Child Development Center	CHC	Child Development Teacher	12/1/12	2/1/13	\$17.76
Martinez, Blanca O	Child Development Center	CHC	Child Development Assistant	1/2/13	3/2/13	\$12.35
Medina, Miguel	Police	DIST	College Police Officer	10/29/12	12/31/12	\$22.33
Nguyen, Phuong	Tool Room	SBVC	Tool Room Specialist	1/4/13	3/4/13	\$14.31
Quadri, Samina	Child Development Center	CHC	Child Development Assistant	12/14/12	2/14/13	\$12.35
Rodrick, Jennifer Y	Student Life	SBVC	Secretary II	11/30/12	1/30/13	\$17.02

Rodrick, Jennifer Y	Criminal Justice	SBVC	Secretary II	1/19/2013	#####	\$17.02
Scudder, Robert	Distributed Education	DIST	Instructional Support Specialist	10/11/12	12/11/12	\$28.59
St Jean, Cyndie	Resource Development	CHC	Administrative Secretary	1/12/13	3/12/13	\$18.78
Tepner, Michael	ANNEX	Dist	Senior Technology Support Specialist	12/1/12	2/1/13	\$28.59
Thomure, Bernnae	Financial Aid	SBVC	Clerical Assistant II	1/2/13	3/2/13	\$13.97
Wallace, Melinda Y	Child Development Center	CHC	Child Development Assistant	12/1/12	2/1/13	\$12.35
Wallace, Melinda Y	Child Development Center	CHC	Child Development Teacher	12/1/12	2/1/13	\$17.76
Zapfen, Lorena	Counseling	SBVC	Clerical Assistant II	12/3/12	2/3/13	\$13.97

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Professional Expert Hourly Employees**  
**January 17, 2013**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Barno, Jolene	Disabled Student Programs and Services	SBVC	Interpreting/ Transliterating Level IV	1/18/2013	6/30/2013	\$15.00
Graham, Glen	Professional Development Center	DIST	Workforce Development/ PDC Trainer	1/21/13	6/30/13	\$50.00
Phan, Phuong-Phuong	Disabled Student Programs and Services	SBVC	Assistant Instructor	2/15/2013	6/30/2013	\$20.00
Rodriguez, Christopher	Disabled Student Programs and Services	SBVC	Interpreting/ Transliterating Level III	1/18/2013	6/30/2013	\$18.00
Romagnano Dudley, Elise	Disabled Student Programs and Services	SBVC	Interpreting/ Transliterating Level III	1/18/2013	6/30/2013	\$18.00
Salas, Brandon	Disabled Student Programs and Services	SBVC	Interpreting/ Transliterating Level IV	1/18/2013	6/30/2013	\$15.00
Tone, George	Professional Development Center	DIST	Workforce Development/ PDC Trainer	1/21/2013	6/30/2013	\$50.00
Underwood, Bruce	Professional Development Center	DIST	Workforce Development/PDC Trainer	1/18/2013	6/30/2013	\$55.49

**Ratification of employment is requested for the employees listed below who worked prior to being approved by the Board of Trustees.**

Bolita, Anthony	KVCR	DIST	TV Closed Captioning	1/1/13	6/30/13	\$15.00
Bordonaro, Frank	Public Safety and Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Services	1/14/13	6/30/30	\$20 / \$25 / \$30

Bronson, Cameron	Public Safety and Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Services	1/14/2013	6/30/2013	\$20 / \$25 / \$30
Burns-Peters, Davena	American Sign Language	CHC	Interpreting /Transliterating Level I	1/15/13	5/23/13	\$24.00
Daniels, Antwan	KVCR	DIST	Consultant	10/1/12	6/30/13	\$300/day
Dykstra, Roland E.	Automotive	SBVC	Assistant Instructor	1/14/2013	5/10/2013	\$20.00
Hallex, Alicia	Disabled Student Services	CHC	Counseling Trainee	1/14/13	6/28/13	\$12.00
Harjo, Tim	FNX	DIST	Content Specialist (FNX)	1/1/13	6/30/13	\$40.00
Hendriks, Jeffrey	Public Safety and Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Services	1/14/13	6/30/13	\$20 / \$25 / \$30
Macalma, Artemus	FNX	DIST	FNX Editor	1/1/13	6/30/13	\$22.00
Montalvo III, Robert	KVCR	DIST	3D Animator	1/1/13	6/30/13	\$28.00
Nguyen, Phong	Emergency Medical Services	CHC	Medical Director	1/14/13	5/24/13	\$3500/Semester
Ortiz, Miguel	Professional Development Center	DIST	Workforce Development/ PDC Trainer	1/1/13	6/30/13	\$45.00
Prakash, Alvin	KVCR	DIST	KVCR Editor	1/1/13	6/30/13	\$22.00
Rossy, Melissa	FNX	DIST	Content Specialist (FNX)	1/1/13	6/30/13	\$20.00
Sheldon, Richard	Respiratory Care	CHC	Medical Doctor	1/14/13	5/24/13	\$3000/Semester
Smith, Terria	FNX	Dist	Social Media Specialist	1/1/13	6/30/13	\$23.00
Style, Timothy	KVCR	DIST	Camera & Lighting Technician	1/1/13	6/30/13	\$20.00
Tallman, Karen	FNX	DIST	Special Events Planner	1/1/13	6/30/13	\$35.00
Vasquez, Jaime	Criminal Justice	SBVC	Facilitator/Evaluator/ Safety Facilitator	1/1/13	6/30/13	\$35 /\$105 / \$25
Zunie, Joshua	FNX	DIST	Content Specialist	1/1/13	6/30/13	\$30.00



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Glen Kuck, Interim President, SBVC  
Dr. Cheryl Marshall, President, CHC

DATE: January 17, 2013

SUBJECT: Consideration of Approval of Adjunct & 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 2012-2013 academic year.

OVERVIEW

The attached list of adjunct & 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 2012-2013 academic years.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

**CHC**

Adjunct &amp; Substitute Academic Employees

Spring 2013

January 17, 2013

**NAME****DISCIPLINE****Croft, Gary**

Geography

**deBoer, Frank**

Fire Technology

**Gunter, Melody**

Theatre Arts

**Van Wolferen, Michelle**

Speech Communication

**Veldhuis, Stefan**

Political Science

**San Bernardino Valley College**

Adjunct &amp; Substitute Academic Employees

Academic Year 2012-2013

January 17, 2013

**NAME****DISCIPLINE****Ask, Ladan**

Political Science

**Barta, Christopher**

Welding

**Castro, Denise M. (Coyazo)**

Nursing

**Foutz, Anna**

Geology

**Geurds, Michael**

Culinary Arts

**Hidalgo, Alma**

Geography

**Johnson, Katherine**

Biology

**Kassab, Mohammad**

Math

**Lavingia, Suraj**

Pharmacy Technology

**Morberly, Erik**

Counselor/MSEIP Grant

(Minority Science, Engineering Improvement Program)

**Rath, Carolyn**

Geology

**Spencer, Emily**

Chemistry

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources &  
Employee Relations

PREPARED BY: Dr. Glen Kuck, Interim President, SBVC  
Dr. Cheryl Marshall, President, CHC

DATE: January 17, 2013

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 attached 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 2012-2013 budget.

**Crafton Hills College  
Non Instructional Hourly Pay  
Spring 2013**

**Madrigal, Ea**, Curriculum Development for History 140 and two Multicultural Studies courses, \$500.00, 01/11/13 – 02/10/13

**Phillips, Jasmine**, Title V Part-time Counselor Training, \$500.00, 01/14/13 – 05/23/13

**San Bernardino Valley College  
Non-Instructional Hourly Pay  
Academic Year 2012-2013  
January 17, 2013**

**Blackman, Sandra**, Curriculum Coordinator & History Liaison, Tumaini Program, 1/18/2013-05/24/2013, not to exceed 28.5 hours per semester, at \$43.16 per hour.

**Kelly, Matthew John**, Adjunct Reference Librarian, Library, 1/18/2013-6/30/2013, not to exceed 150 hours per semester, at \$43.16 per hour.

**Kelly, Matthew John**, Reference Librarian, 1/18/2013-5/24/2013, not to exceed 250 hours per semester, at \$43.16 per hour. Substitute for Dr. Celia Huston.

**Mayne, Michael**, Tumaini Program Math Coach, Tumaini Program, 1/18/2013-5/24/2013, not to exceed 28.5 hours per semester, at \$43.16 per hour.

**Murillo, Charles**, Tumaini Program English Coach, Tumaini Program, 1/18/2013-5/24/2013, not to exceed 28.5 hours per semester, at \$43.16 per hour.

**Voisard, Steven**, Reference Librarian, Library & Learning Support Services, 1/18/2013-5/24/2013, not to exceed 180 hours per semester, at \$43.16 per hour.

**Robinson, James**, Facilitator for the Great Teachers Retreat, 02/21/13 to 02/23/13, flat rate pay of \$1,000.

**Sogomonian, Nori**, To complete final report for the HACU (Hispanic Association of Colleges & Universities) Grant, 01/18/13 to 02/10/13, not to exceed 45 hours at \$43.16 per hour.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Revision to Professional Expert Rate of Pay Schedule

RECOMMENDATION

It is recommended that the Board of Trustees approve the revision to the Professional Expert Rate of Pay Schedule.

OVERVIEW

The following classification has been added to the Professional Expert Rate of Pay Schedule: Veteran's Resource Specialist, at the hourly rate of \$50.00, effective January 18, 2013.

ANALYSIS

The Veteran's Resource Specialist will facilitate the Veteran's learning community and serve as a resource for their unique needs.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

# PROFESSIONAL EXPERT RATES OF PAY

Revised December 2012

<b>PROFESSIONAL EXPERT ASSIGNMENT</b>	<b>HOURLY RATE</b>
3D Animator	\$25.00 to \$40.00
Assistant Instructor	\$20.00
Background Investigator	\$30.00
Bilingual Translator/Interviewer	\$20.00
CAHSEE Facilitator	\$50.00
Camera & Lighting Technician	\$10.00 to \$20.00
Clinical Instructor	\$20.00
Content Specialist (FNX)	\$15.00 to \$40.00
Counseling Trainee	\$12.00
Criminal Justice Academy Liaison	\$30.00
Editor (KVCR, FNX, Pledge Drive)	\$18.00 to \$30.00
EMT-1 Skills Laboratory Assistant	\$12.00
Fire Agility Group Leader/Proctor	\$12.50
Fire Agility Instructor	\$30.00
Flight Simulator Repair	\$30.00
Foster Parenting Education	\$45.00
GIS Technician	\$18.00 to \$24.00
Grant Writer	\$30.00
Interpreting/Transliterating Level I	\$24.00
Interpreting/Transliterating Level II	\$21.00
Interpreting/Transliterating Level III	\$18.00
Interpreting/Transliterating Level IV	\$15.00
Laboratory Instructor	\$20.00
Mental Health Educator/Counselor	\$35.00
Intern	\$35.00
Nurse Practitioner	\$50.00
Physician/EMT(EMS)/Respiratory Care/Fire Tech	
PE/ASL Specialist	\$30.00
Police Science Facilitator/Instructor	\$35.00

Primary Instructor	\$25.00
Public Information Specialist	\$60.00
Radiologic Technology Specialist	\$30.00
Respiratory Care Clinical	\$40.00
Safety Facilitator	\$19.00 to \$25.00
Safety Officer	\$22.50
Social Media Specialist (FNX)	\$21.00 to \$25.00
Special Events Planner	\$25.00 to \$35.00
Staff Writer/Photographer	\$16.00 to \$20.00
Tactical Officer/Police	\$28.00
Tactical Officer/Fire	\$23.00
Tech Prep	\$30.00
Training Specialist	\$19.00
TV Closed Captioning	\$10.00 to \$15.00
<b>Veteran's Resource Specialist</b>	<b>\$50.00</b>
Workforce Development /PDC Trainer	\$15.00 to \$100.00 or up to 85% of Enrollment or up to 60% of net

#### SESSION RATE

Foster Parent Host	\$25.00
Musician	\$75.00

#### DAILY RATE

Evaluator ( <i>per scenario</i> )	\$105.00
Theatre Production Assistant	\$500.00
CPR/Lifeguard Certification Facilitator	\$200.00 to \$300.00
Consultant	\$300.00 to \$500.00

#### SEMESTER RATE

Faculty Intern	\$600.00
Future Teacher Intern	\$300.00
Grant Assignment	\$300.00
Medical Director (EMT)	\$3,500.00
Medical Director (Respiratory Care)	\$3,000.00

Board Approved: January 17, 2013

Revised: December 21, 2012

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations  
PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations  
DATE: January 17, 2013  
SUBJECT: Consideration of Approval of Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Berchman Melancon, Instructor, Diesel, SBVC, and Eddie Sanker, Instructor, Welding, SBVC.

OVERVIEW

Berchman K. Melancon, Instructor, Diesel, SBVC, effective January 18, 2013 through May 24, 2013, 83 days of service (prorated 177 days), Faculty Salary Schedule, Column C, Step 5, (\$293.48 per diem). Replacement for Daniel Hook.

Eddie L. Sanker, Instructor, Welding, SBVC, effective January 18, 2013 through May 24, 2013, 83 days of service (prorated 177 days), Column H, Step 1, (\$317.59 per diem). Replacing Jessie Galaviz.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers, Interim Vice Chancellor Human Resources &  
Employee Relations

PREPARED BY: Dr. Glen Kuck  
Interim President, SBVC

DATE: January 17, 2013

SUBJECT: Consideration of Approval of Assistant Coaches

RECOMMENDATION

It is recommended that the Board of Trustees approve Assistant Coaches, Athletics Department, SBVC, for the Spring 2013 semester.

OVERVIEW

The following individual will serve as an assistant coach for the Spring 2013 Season: Gregory Magee, Assistant Coach, Men/Women Track, \$3,642.00.

ANALYSIS

Coaches are routinely hired for sport teams.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Approval of Management Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Michelle Riggs, Assistant Director, Resource Development, CHC.

OVERVIEW

Michelle Riggs, Assistant Director, Resource Development, CHC, full-time, 12-month position, Management Salary Schedule, Range 12, Step A, \$5,943 per month effective January 18, 2013. New Position.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Approval of Interim Management Appointment

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Teri Strong, Interim Dean, Mathematics, Business and Computer Technology, SBVC.

OVERVIEW

Teri Strong, Interim Dean, Mathematics, Business and Computer Technology, effective January 18, 2013 through June 30, 2013, full-time, 12-month position, Management Salary Schedule, Range 19, Step E, \$10,164 per month. Replacement for Odette McGinnis.

ANALYSIS

It is necessary to appoint an Interim dean until this position is filled on a permanent basis. Teri Strong will serve as Interim Dean through June 30, 2013.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

DATE: January 17, 2013

SUBJECT: Consideration of Acceptance of Management Resignation

RECOMMENDATION

It is recommended that the Board of Trustees approve the resignation of Dr. Larry Buckley, Interim President, SBVC.

OVERVIEW

Dr. Buckley has submitted his letter of resignation from his position as Interim President, SBVC. His last official day as an employee of the SBCCD was January 1, 2013.

ANALYSIS

The Human Resources Department has provided Dr. Buckley acceptance of his resignation from employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Tanya Rogers  
Interim Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Glen Kuck, Interim President, SBVC  
Dr. Cheryl Marshall, President, CHC

DATE: January 17, 2013

SUBJECT: Consideration of Approval of District Volunteers

RECOMMENDATION

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

OVERVIEW

The individuals on the attached list have volunteered their services and acknowledge 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.

## **CRAFTON HILLS COLLEGE**

Volunteers

Board of Trustees Meeting: January 17, 2013

### **Spring 2013**

<b>Bates, Sharita</b>	Health & Wellness Center	01/18/2013-06/30/2013
<b>Bosin, Marie Louise</b>	Counseling	01/18/2013-06/30/2013
<b>Bradshaw, Paige</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Bronson, Cameron</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Calderon, Ronnie</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Clement, Peter</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Crowder, Brian</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Davidson, Dane</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>DiDonato, Jennifer</b>	Health & Wellness Center	01/18/2013-06/30/2013
<b>Evans, Debbie</b>	Library & EOPS	01/18/2013-06/30/2013
<b>Goodkind, Laura</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Hoffman, Zachary</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Huynh, Julie</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Lange, Brandon</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Moore, Nicholas</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Skelton, Jeffrey</b>	Microbiology	01/18/2013-06/30/2013
<b>Spaccarotelli, Bradyn</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Valdez, Edward</b>	Public Safety & Emergency Services	01/18/2013-06/30/2013
<b>Vasquez, Violeta</b>	Counseling/Matriculation	01/18/2013-06/30/2013

## **SAN BERNARDINO VALLEY COLLEGE**

Volunteers

Academic Year 2012-2013

January 17, 2013

<b>Boyd, Gyda Deahn</b>	Student Services/Student Health Services	01/18/2013-06/30/2013
<b>Brown II, Hardy</b>	Student Services/Tumaini Program	01/18/2013-05/24/2013
<b>Canedo, Mario</b>	Student Services/Police Academies	01/18/2013-06/30/2013
<b>Carranza, Cory</b>	Student Services/Police Academies	01/18/2013-06/30/2013
<b>Dyer, Sheri</b>	Mathematics/STEM-Women in Math Day	02/22/2013-02/22/2013
<b>Garcia, Marc</b>	President's Office/Marketing & PR	01/18/2013-06/30/2013
<b>Jasso, Gabriel</b>	Student Services/Police Academies	01/18/2013-06/30/2013
<b>Martin, Daisy</b>	Science/Biology	01/18/2013-05/15/2013
<b>Mendoza, Gabriela</b>	Mathematics/STEM-Women in Math Day	02/22/2013-02/22/2013
<b>Olivares, Rene</b>	Student Services/Police Academies	01/18/2013-06/30/2013
<b>Parsons, Deborah</b>	Mathematics/STEM-Women in Math Day	02/22/2013-02/22/2013
<b>Ruedas, Emilio</b>	Student Services/Police Academies	01/18/2013-06/30/2013
<b>Sandoval, Araceli</b>	Student Services/Police Academies	01/18/2013-06/30/2013
<b>Soler, Daniel</b>	Science/Biology	01/18/2013-05/15/2013
<b>Suarez, Paulo</b>	Mathematics/Student Success Center	01/18/2013-06/30/2013
<b>Subuyuj, Gabriel</b>	Science/Biology	01/18/2013-06/30/2013
<b>Usigbe, Ehizele</b>	Student Services/Student Health Services	01/18/2013-06/30/2013
<b>Zemel, Grant</b>	Student Services/Police Academies	01/18/2013-06/30/2013

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Steven Sutorus, Business Manager  
DATE: January 17, 2013  
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 and agreements are routine, customary and necessary for the on-going operations of the District.

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.



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***Routine Contracts and Agreements******Scheduled Board Date 1/17/2013***

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***Contract Type***

<b><i>Firm</i></b>	<b><i>Purpose and Information</i></b>	<b><i>Department / Location</i></b>	<b><i>Amount</i></b>	<b><i>Signed</i></b>
<b><i>CalWorks Off-Campus Work Study</i></b>				
Dhillon, Avtar	(8834) CalWorks Grant to cover cost of Workstudy for participating Students - Thomas, Jennifer Term: 12/18/2012 - 6/30/2013 01-46-01-8120-0266-5113.00-6470 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Calworks/SBVC	\$8.00 Per Hour	SSutorus

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***SubTotal for CalWorks Off-Campus Work Study: 1***

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***Clinicals***

Eisenhower Medical Center	(8805) Clinical - Clinical Site for Respiratory Care Program Term: 11/16/2012 - 6/30/2017  Funding Source: N/A	Program Development/CHC	No Cost	SSutorus
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***SubTotal for Clinicals: 1***

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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>
<b><u>EduStream</u></b>					
	Butte-Glenn CCD	(8806) EduStream Institutional License Agreement for Linking Students to Digital Media, Streaming Video and Other Educational Media in furtherance of Classroom and Distance Education Purposes: Funded through the State Chancellor's Office Term: 10/30/2012 - 10/29/2015  Funding Source: N/A	DETS/SBCCD	No Cost	SSutorus
	Mendocino-Lake CCD	(8807) EduStream Institutional License Agreement for Linking Students to Digital Media, Streaming Video and Other Educational Media in furtherance of Classroom and Distance Education Purposes: Funded through the State Chancellor's Office Term: 9/9/2011 - 9/8/2016  Funding Source: N/A	DETS/SBCCD	No charge	SSutorus
<b><i>SubTotal for EduStream: 2</i></b>					
<b><u>General</u></b>					
	American Medical Response	(8860) Service - EMT Services for CHC Annual Event - Hypnotist Show Term: 1/19/2013 - 1/19/2013  Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Trust Account	Student Life/CHC	\$100.00 Trust Account #027	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>					
	Brian's Bee Removal Service	(8833) On-Demand bee removal services for SBVC Campus Term: 12/18/2012 - 6/30/2013 01-00-01-9508-0000-5560.00-6770  Funding Source: General Funds	Maintenance/SBVC	\$2,000.00 Not to Exceed	SSutorus
	Citadel	(8847) Preparation of communicable disease policy for SBVC and CHC Term: 12/21/2012 - 6/30/2013 01-00-01-9508-0000-5113.00-6770  01-00-02-9520-0000-5113.00-6599  Funding Source: General Funds	Business Services/SBCCD	\$2,274.00	SSutorus
	Conrad Electrical Services	(8830) Provide sound system for Student Life event Term: 1/19/2013 - 1/19/2013 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Trust Account	Student Life/CHC	\$900.00 Trust #027	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
Developing Leaders, Inc	(8820) Recruit program participants and provide training for grant funded program course in small business, team building, management and supervisory skills, and organizational development Term: 11/1/2012 - 6/30/2013 01-00-03-8115-0471-5113.00-6840  Funding Source: State Grant	PDC/SBCCD	\$96,480.00	SSutorus
Dyer, Duane	(8804) Provide assistance in fund raising/capital campaign for FNX Term: 8/1/2012 - 12/31/2012 74-00-03-8110-0172-5113.83-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$86,250.00	SSutorus
Dyer, Duane	(8803) Provide assistance in fund raising/capital campaign for KVCR Educational Foundation Term: 8/1/2012 - 12/31/2012 74-00-03-8110-0303-5113.83-7099  Funding Source: KVCR - Gen Funds	KVCR/SBCCD	\$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><i>General</i></u>					
	En Pointe Technologies Sales, Inc	(8856) Non-Disclosure agreement to contact current and past customers to verify quality of work Term: 1/7/2013 - 6/30/2013  Funding Source: N/A	DETS/SBCCD	No Cost	SSutorus
	ETD Creative Services	(8845) Provide assistance in video production and interviews with participants of "Spirit of the Tribes 5K Run" for FNX Now Term: 12/1/2012 - 12/1/2012 74-00-03-8110-0172-5113.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$440.00	SSutorus
	ETD Creative Services	(8825) Provide assistance with video production and interviews at LA Skins Fest for "FNX Now" Term: 11/18/2012 - 11/18/2012 74-00-03-8110-0172-5113.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$880.00	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>	ETD Creative Services	(8824) Provide assistance with video production and interviews at Red Nation Festival for "FNX Now" Term: 11/14/2012 - 11/14/2012 74-00-03-8110-0172-5113.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$440.00	SSutorus
	Gomez, Evelyn	(8813) Speaker - Topic "Sideline Report" for SBVC football game Term: 11/10/2012 - 11/10/2012 74-00-35-8110-0000-5113.00-7099  Funding Source: KVCR - Gen Funds	KVCR/SBCCD	\$200.00	SSutorus
	Gueringer, Ron J.	(8814) Speaker - Cover play by play for SBVC football game Term: 10/20/2012 - 10/20/2012 74-00-35-8110-0000-5113.00-7099  Funding Source: KVCR - Gen Funds	KVCR/SBCCD	\$200.00	SSutorus
	H & L Charter Co, Inc	(8487) Rental - Bus rental for away football game at Glendale Community College Term: 9/8/2012 - 9/8/2012 01-00-01-1500-0000-5611.00-6969  Funding Source: General Funds	Athletics/SBVC	\$1,650.00 Plus Overages	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>					
	H & L Charter Co, Inc	(8407) Rental - Bus rental for away football game in Victorville, California Term: 9/29/2012 - 9/29/2012 01-00-01-1500-0000-5611.00-6969  Funding Source: General Funds	Athletics/SBVC	\$1,650.00 Plus overages	SSutorus
	Highland Springs Resort	(8852) Rental - Block room rental with meeting room for Great Teacher's Retreat Term: 2/21/2013 - 2/23/2013 01-00-31-9018-0228-5200.00-6750  01-00-35-8103-0236-5200.00-6150  01-00-01-9018-0000-5200.00-6750  01-00-15-8225-0268-5200.00-6499 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Other Non-General	Staff Development/SBVC	\$6,250.00	SSutorus
	Jackson, Dawn	(8809) Provide assistance in representing KVCR-FNX at roll out of "Alaska One" Term: 10/21/2012 - 10/25/2012 74-00-03-8110-0172-5113.00-7099  Funding Source: KVCR - San Manuel	KVCR/SBCCD	\$5,800.00	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>	Nadvi, Mahmood	(8812) Speaker - Topic "Fundamentals of Islam" Term: 12/1/2012 - 12/1/2012  Funding Source: N/A	Student Life/SBVC	No Cost	SSutorus
	Noble, Pamela Jean	(8835) Host interviews with high school athletes for the Program "HotShots" Term: 11/10/2012 - 12/3/2012 74-00-35-8110-0000-5113.00-7099  Funding Source: KVCR - Gen Funds	KVCR/SBCCD	\$1,200.00	SSutorus
	Nunez, Jacque	(8817) Speaker - Topic "California Native American History and Storytelling" Term: 11/15/2012 - 11/15/2021 01-00-01-9021-0000-5113.00-6760  Funding Source: General Funds	Arts & Lecture/SBVC	\$300.00	SSutorus
	Paulson, Dennis	(8836) Speaker - Color commentator for SBVC basketball games Term: 1/5/2013 - 2/23/2013 74-00-35-8110-0000-5113.00-7099  Funding Source: KVCR - Gen Funds	KVCR/SBCCD	\$800.00	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>General</i></u>					
	Paulson, Dennis	(8815) Speaker -Color Commentator for the SBVC Football game Term: 11/10/2012 - 11/10/2012 74-00-35-8110-0000-5113.00-7099  Funding Source: KVCR - Gen Funds	KVCR/SBCCD	\$200.00	SSutorus
	Paulson, Dennis	(8816) Speaker -Color Commentator for the SBVC Football game Term: 10/20/2012 - 10/20/2012 74-00-35-8110-0000-5113.00-7099  Funding Source: KVCR - Gen Funds	KVCR/SBCCD	\$200.00	SSutorus
	Public Media Partnerships, Inc	(8821) Plan and execute the fundraising and membership campaign for KVCR-FM For Fall 2012 Term: 9/26/2012 - 10/22/2012 74-00-03-8110-0303-5113.83-7099  Funding Source: KVCR - Gen Funds	KVCR-FM/SBCCD	\$2,348.75	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>	Quantum Group, The	(8819) Purchase of four Pop-Up canopies includes tote bags and three table top throws with carrying cases; made in hunter green with "Honors Program" and "Transfer Center" printed in gold letters on two sides Term: 12/12/2012 - 2/28/2013 01-00-25-9002-0157-5801.00-6199 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	Title V/CHC	\$4,278.80	SSutorus
	San Bernardino County Sheriff's Department	(7094) Training Agreement - POST chemical agents training and Physical/Agility Training for Extended Basic Academy: Revised annual not to exceed amount from \$2,700 to \$3,800: Amendment 1 - Service to include Range Use Term: 1/13/2011 - 6/30/2013 01-33-01-7682-0000-5120.00-2105 Note - This is an acceptable use of categorical/grant funds Funding Source: General Funds	Police Science/SBVC	\$11,000.00 Annual not to exceed	SSutorus
	Schoepf, Laura	(8855) Speaker - Topic "STEM Cell Research" Term: 2/1/2013 - 2/1/2013 01-00-02-9002-0159-5113.00-6199 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	Title V/CHC	\$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>
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**General**

***SubTotal for General: 27***

**Income - Contract Ed**

Rancho Valley Volleyball Club	(8841) Use of Women's Gym for volleyball practice Term: 1/3/2013 - 6/20/2013  Funding Source: N/A	Administrative Services/SBVC	Fee Waived	SSutorus
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***SubTotal for Income - Contract Ed: 1***

**Income - Facilities Use**

Da List, Inc	(8842) Use of gym and field for football games Term: 1/4/2013 - 1/6/2013  Funding Source: N/A	Administrative Services/SBVC	\$585.01	SSutorus
Skills USA	(8839) Use of classrooms for leadership competitions Term: 1/26/2013 - 1/26/2013  Funding Source: N/A	Administrative Services/SBVC	\$858.71	SSutorus
Skills USA	(8840) Use of classrooms for leadership competitions Term: 2/2/2013 - 2/2/2013  Funding Source: N/A	Administrative Services/SBVC	\$858.71	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Income - Facilities Use</u></b>					
	TJ Striders Youth Track/Field Club	(8846) Use of track for practice Term: 1/14/2013 - 8/2/2013  Funding Source: N/A	Administrative Services/SBVC	Fees Waived	SSutorus
<b><u>SubTotal for Income - Facilities Use: 4</u></b>					
<b><u>Joint Power/Piggyback Purchase</u></b>					
	KI -Krueger International	(8848) Furnish and install furniture for the SBVC Business Buildings: Piggyback bid through Foundation for California Community Colleges contract number CACB08 Term: 12/18/2012 - 6/30/2013 42-37-31-2520-0000-6400.74-7100  Funding Source: Bond Funded	Purchasing/SBCCD	\$89,441.98	SSutorus
	KI -Krueger International	(8849) Furnish and install seats for the SBVC Business Buildings: Piggyback bid through Foundation for California Community Colleges contract number CACB08 Term: 12/18/2012 - 6/30/2013 42-37-31-2520-0000-6400.73-7100  42-37-31-2520-0000-6400.74-7100  Funding Source: Bond Funded	Purchasing/SBCCD	\$158,790.24	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Joint Power/Piggyback Purchase</u></b>				
Symmetry Data, Inc	(8829) Furnish wireless network equipment for infrastructure project at CHC campus: Contract number WSCA AR1464 and DGS 07-07-07-058 Term: 1/17/2013 - 6/30/2012 41-00-03-9627-0000-6420.00-7100 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: General - Capital Outlay	Purchasing/SBCCD	\$179,552.96	SSutorus
Symmetry Data, Inc	(8828) Furnish wireless network equipment for infrastructure project at SBVC campus: Contract number WSCA AR1464 and DGS 07-07-07-058 Term: 1/17/2013 - 6/30/2013 41-00-03-9627-0000-6420.00-7100 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: General - Capital Outlay	Purchasing/SBCCD	\$485,326.71	SSutorus
<b><u>SubTotal for Joint Power/Piggyback Purchase: 4</u></b>				
<b><u>Maintenance Agreement</u></b>				
Multicard	(8832) Maintenance for Student ID Machine in ASB Office: Pringer Q104906, Cam C1019476, Sliver Production V6.5 CP65010892, Sliver upgrade CS65013047 Term: 7/1/2012 - 6/30/2013  Funding Source: Trust Account	Student Life/SBVC	\$1,285.00 Trust	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Maintenance Agreement</u></b>				
Ontario Refrigeration	(8850) Maintenance and repairs on KVCR Transmitter at Box Springs refrigeration system Term: 3/1/2013 - 6/30/2014 74-00-03-8110-0114-5631.00-7099  Funding Source: KVCR - Grant Funds	KVCR/SBCCD	\$1,664.00 Annually	SSutorus
Ricoh USA Corporation	(8586) Copy machine maintenance for serial #IRC3220COP-JNC33851 Term: 7/1/2012 - 6/30/2013 01-00-02-9016-0000-5637.00-6600  Funding Source: General Funds	Grants/CHC	\$1,675.80 Quarterly	SSutorus
<b><i>SubTotal for Maintenance Agreement: 3</i></b>				
<b><u>Program Acquisition</u></b>				
Banda, Daniel	(8837) Programming acquisition rights for "Indigenous Always: The Legend of LaMancha" Term: 11/15/2012 - 11/14/2015 74-00-03-8110-0172-5831.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$650.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Program Acquisition</u></b>					
	Cal State University - Chico	(8857) Programming acquisition rights for "Bound to Tradition" and "A Man Called Ishi" Term: 1/17/2013 - 1/16/2016 74-00-03-8110-0172-5831.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR- FNX/SBCCD	\$500.00	BBaron
	Circle of Nations and Prairie Public Broadcasting	(8858) Programming acquisition rights for "Indian Pride" Term: 1/17/2013 - 1/16/2016 74-00-03-8110-0172-5831.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$3,900.00	BBaron
	Executive Program Services, Inc	(8853) Programming acquisition rights for "The Red Green Show" season VII Term: 1/1/2013 - 12/31/2015 74-00-35-8110-0113-5831.00-7099  Funding Source: KVCR - Grant Funds	KVCR/SBCCD	\$3,200.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Program Acquisition</u></b>					
	Rites of Passage	(8859) Programming acquisition rights for "The 8th Fire" and "Starblanket: A Spirit Journey" and "Manitou API" Term: 1/15/2013 - 1/14/2016 74-00-03-8110-0172-5831.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$1,650.00	SSutorus
	Seattle Films	(8822) Programming acquisition rights for "Chief Seattle" a documentary Term: 11/15/2012 - 11/14/2015 74-00-03-8110-0172-5831.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR/SBCCD	\$600.00	BBaron
	WFYI Public Media	(8789) Programming acquisition rights for "Long Journey Home" and "PathBreakers" Term: 11/15/2012 - 11/14/2015 74-00-03-8110-0172-5831.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$300.00	BBaron
<b><u>SubTotal for Program Acquisition: 7</u></b>					



<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>					
	Community College League of CA	(8831) Online access for "Books in Print" with reviews Term: 1/1/2013 - 12/31/2013 01-73-15-8106-0235-5830.00-6120  01-00-01-8106-0000-5830.00-6120  Funding Source: General Funds	Library/SBVC	\$1,792.00	SSutorus
	Dell Computer Company	(8810) Software licenses renewal for vSphere and vCenter software that allows for the running of virtual servers creating less need for physical hardware Term: 1/1/2013 - 12/31/2013 41-00-03-9627-0000-5830.00-7100 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: General - Capital Outlay	DETS/SBCCD	\$3,892.25	SSutorus
	Dell Computer Company	(8826) Software support for antivirus software "Symantic Endpoint Protection" to include updates of software Term: 12/12/2012 - 12/11/2015 01-00-03-9010-0000-5830.00-6780  Funding Source: General Funds	DETS/SBCCD	\$15,940.00	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>				
Eureka	(8818) Software License - Site license for Eureka software, a career information system Term: 9/1/2012 - 8/31/2013 01-00-02-8207-0000-5830.00-6320  01-76-02-8207-0232-5830.00-6320  Funding Source: Other Non-General	Counseling/CHC	\$1,379.86	SSutorus
Insight Integrated Systems/Insight Investments LLC	(8799) Furnish and install a 10 gigabyte network card at CHC campus Term: 9/1/2012 - 6/30/2013 41-00-32-9627-0000-6420.00-7100 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: General - Capital Outlay	Campus Technology/CHC	\$37,117.43	SSutorus
Lortondata	(8854) Software license and set for Merge/Purge project Term: 12/21/2012 - 6/30/2013 74-00-03-8110-0303-5809.83-7099  Funding Source: KVCR - Grant Funds	KVCR/SBCCD	\$1,019.20	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Software/Online Services</u></b>					
	lynda.com	(8843) Software license for unlimited access to all online training courses for various technologies Term: 12/20/2012 - 12/20/2013 01-00-03-8103-0000-5830.00-6150  Funding Source: General Funds	DETS/SBCCD	\$3,250.00	SSutorus
	Network Solutions	(8823) Domain Name Renewal for www.atpcnet.net Term: 1/1/2013 - 12/31/2016 01-00-03-9020-0261-5809.00-6150  Funding Source: State Grant	DETS/ATPC/SBCCD	\$113.97	SSutorus
	Systems Technology Associates (STA)	(8162) Software support for back-up data storage Term: 12/1/2012 - 11/30/2013 01-00-03-9010-0000-5830.00-6780  Funding Source: Bookstore	DETS/SBCCD	\$6,445.34	SSutorus
<b><i>SubTotal for Software/Online Services: 9</i></b>					
<b><i>Grand Total Contracts for Board Date 1/17/2013: 59</i></b>					

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Steven Sutorus, Business Manager  
DATE: January 17, 2013  
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, 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 and agreements are for fiscal audits, legal services, consultants and other professional services that are needed by the District.

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.

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## *Contracts for Approval*

*Scheduled Board Date 1/17/2013*

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### *Contract Type*

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b>Legal</b>				
Bergman Dacey Goldsmith PLC	(8851) Legal service for Bond construction Term: 12/15/2012 - 6/30/2015 42-37-03-9508-0000-5711.00-7100 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Bond Funded	Fiscal Services/SBCCD	\$7,500.00 Not to Exceed	SSutorus

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***SubTotal for Legal: 1***

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### *Professional Services*

Duby, Steven Daniel	(8798) 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 Term: 12/14/2012 - 6/30/2013 01-00-03-9020-0511-5113.00-6799 Note - Contract authorized to start prior to Board Meeting per BP6340: This is an acceptable use of categorical/ grant/bond/trust funds Funding Source: State Grant	ATPC/SBCCD	Per Rate Schedule	SSutorus
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*Contract Type**Firm**Purpose and Information**Department / Location**Amount Signed*

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Hernando, Felvi

(8827) On-demand professional hair and make-up for KVCR's on air talent; Per rate schedule

Term: 1/1/2013 - 6/30/2013

74-00-03-8110-0303-5113.81-7099

Note - Contract authorized to start prior to Board Meeting per BP6340

Funding Source: KVCR - Gen Funds

KVCR/SBCCD

\$4,000.00 Not to Exceed

SSutorus

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Quick Caption, Inc

(8252) Provide educational captioning by qualified translators for students in the Disabled Students Programs and Services at SBVC and CHC; Amendment 1 - addition of interpreting to list of services

Term: 7/1/2012 - 6/30/2014

01-11-01-8204-0202-5120.00-6420

01-00-02-8204-0202-5113.00-6420

Note - This is an acceptable use of categorical/grant/bond/trust funds

Funding Source: State Grant

DSP&amp;S/SBVC/CHC

Per Rate Schedule

SSutorus

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<i>Contract Type</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Firm</i>				
Quilalang, Roger	(8844) 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 Term: 1/25/2013 - 6/30/2013 01-00-03-8020-0511-5113.00-6199 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	DETS/ATPC/SBCCD	Per Rate Schedule	SSutorus

***SubTotal for Professional Services: 4***

***Grand Total Contracts for Board Date 1/17/2013: 5***

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Crispina Ongoco, Director of Fiscal Services  
DATE: January 17, 2013  
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
12/19/12	District	Charlie Ng	

### ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
<b>INCOME</b>								
<b>EXPENSE</b>								
01	00	00	0000	0000	9790.00	0000	Fund Balance-Unassigned	-42,023.66
01	00	03	9010	0000	5639.00	6780	Maint Agreement-Computer Systems	42,023.66

### JUSTIFICATION

Purchase order from 2011-12 was closed prior to paying the invoice from Dell for production support coverage. The savings from closing the PO were placed in the Fund Balance. This appropriately allows payment for Dell for services rendered.

Fiscal Services		Board Action Date
<i>Cronquist</i>		01-17-13
Batch Transfer Number/Reference #	Posted By:	Date:

# BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
11/30/12	SBVC/STAR PROGRAM		

Account: 01-00-01-8208-0150-8122.00-0000  
 Office of the President

Alonza M. Fisher 12-3-12  
 Dr. Gloria M. Fisher,  
 Interim VP, Student Services

DEC - 3 2012

## INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	01	8208	0150	8122.00	0000	TRIO - STAR PROGRAM	(\$9,352.00)

## EXPENSE

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	01	8208	0150	2181.00	6499	TRIO - STAR PROGRAM	(\$3,481.13)
01	00	01	8208	0150	2381.00	6499	TRIO - STAR PROGRAM	(\$1,000.00)
01	00	01	8208	0150	3432.00	6499	TRIO - STAR PROGRAM	(\$3,000.00)
01	00	01	8208	0150	5611.00	6499	TRIO - STAR PROGRAM	(\$ 677.87)
01	00	01	8208	0150	5801.00	6499	TRIO - STAR PROGRAM	(\$ 500.00)
01	00	01	8208	0150	5819.00	6499	TRIO - STAR PROGRAM	(\$ 693.00)

## JUSTIFICATION

Budget adjustment to reflect the 3% reduction in funding to all TRIO Student Support Services Programs for the 2012 - 2013 grant year. (3% Reduction = \$9,352.00)

Controller	Chancellor	Board Action Date
		11/17/13
Batch Transfer No./Reference #	Posted By	Date

Office of the Vice President

NOV 30 2012

## BUDGET ADJUSTMENT

DEC 18 2012

Date	Location	Responsibility Center Manager	President
11/28/2012	<b>SBVC/DSPS</b>	<i>Shirley M. ...</i> 11-28-12	<i>[Signature]</i>

**Account**

FU	LS	SI	PROG	SUBP	OBJECT	TYPE	ACCOUNT NAME	AMOUNT IN \$'s
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Office of the President

### INCOME

DEC 19 2012

01	11	01	8204	0202	8621.00	0000	DSPS ALLOCATION	123,532.00
<b>TOTAL</b>								<b>\$123,532.00</b>

### EXPENSE

01	11	01	8204	0202	2381.00	6420	NON-STUDENT HOURLY	107,458.00
01	11	01	8204	0202	3000.00	6420	BENEFITS	16,074.00
<b>TOTAL</b>								<b>\$123,532.00</b>

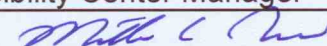
### JUSTIFICATION

ANTICIPATED FUND INCREASE IN DSPS ALLOCATION, DHH FUNDING

Vice Chancellor, Fiscal Services	Chancellor	Board Action Date
<i>[Signature]</i>		11/17/13
Batch Transfer Number/Reference #	Posted By:	Date:



# BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
12/20/2012	ED&CT/PDC	 Dr. Matthew Isaac	

## ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
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### INCOME

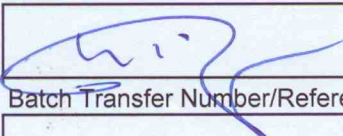
01	00	03	8115	0440	8629.00	0000	JDIF Grant 12-336-081	219,494.00

### EXPENSE

01	00	03	8115	0440	2100.00	6840	Grant Program Manager	74,368.00
01	00	03	8115	0440	2389.00	6840	Non-FTE Facilitator (Prof. Experts)	48,700.00
01	00	03	8115	0440	3000.00	6840	Benefits	29,189.00
01	00	03	8115	0440	4100.00	6840	Textbooks	4,350.00
01	00	03	8115	0440	4300.00	6840	Instructional Supplies	200.00
01	00	03	8115	0440	4430.00	6840	Software	200.00
01	00	03	8115	0440	4500.00	6840	Non-Instructional Supplies	2,000.00
01	00	03	8115	0440	5113.00	6840	Consultant and Other Services	45,845.00
01	00	03	8115	0440	5200.00	6840	Travel & Conference	2,000.00
01	00	03	8115	0440	5210.00	6840	Mileage	1,500.00
01	00	03	8115	0440	5310.00	6840	Dues and Memberships	1,000.00
01	00	03	8115	0440	5350.00	6840	Postage & Freight	200.00
01	00	03	8115	0440	6420.00	6840	Computer Equipment	1,500.00
01	00	03	8115	0440	5819.00	6840	Indirect	8,442.00

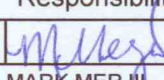
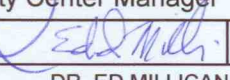
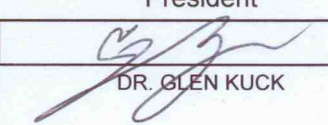
### JUSTIFICATION

This new program #0440 is the result of winning a State of California Community College Chancellor's Office Job Development Incentive Fund grant, Agreement #12-336-081 in the amount of \$219,494, period of performance November 15, 2012 through January 31, 2014.

Fiscal Services		Board Action Date
		11/17/13
Batch Transfer Number/Reference #	Posted By:	Date:

## BUDGET ADJUSTMENT

DEC 31 2012

Date	Location	Responsibility Center Manager	President
11/7/2012	SBVC/CDC	 MARK MERJIL CDC Director	 DR. ED MILLICAN Division Dean
			 DR. GLEN KUCK

INCOME *H.K. de 12/2012*


Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
72	00	01	8306	0203	8624.00	0000	CHILD DEVELOPMENT	\$157,103.00

## EXPENSES

72	00	01	8306	0203	4500.00	6920	NON-INSTRUCTIONAL SUPPLIES	\$5,000.00
72	00	01	8306	0203	4300.00	6920	INSTRUCTIONAL SUPPLIES	\$12,000.00
72	00	01	8306	0203	2380.00	6920	PART-TIME/OVERTIME/STUDENT	\$12,000.00
72	00	01	8306	0203	2385.00	6920	HR SUBSTITUTE	\$8,000.00
72	00	01	8306	0203	5640.00	6920	REPAIRS AND MAINTENANCE	\$3,000.00
72	00	01	8306	0203	2181.00	6920	CLASSIFIED HOURLY	\$63,777.00
72	00	01	8306	0203	6400.00	6920	EQUIPMENT & FURNITURE	\$24,826.00
72	00	01	8306	0203	3420.00	6920	BENEFITES	\$28,500.00
								\$157,103.00

## JUSTIFICATION

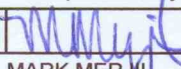
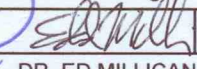
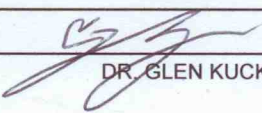
Budget Adjustment created to include additional funding awarded by the Child Development Division of the State Department of Education for Fiscal Year 2012/2013.

Controller 	Chancellor	Board Action Date 11/17/13
Batch Transfer Number/Reference #	Posted By:	Date:



**BUDGET ADJUSTMENT**

DEC 9 1 2012

Date	Location	Responsibility Center Manager	President
12/19/2012	SBVC/CDC	 MARK MERJIL CDC Director	 DR. ED MILLICAN Division Dean INCOME H.K. - all 12/20/12
			 DR. GLEN KUCK


Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
72	00	01	8306	0205	8624.00	0000	CHILD DEVELOPMENT	\$138,540.00

**EXPENSES**

72	00	01	8306	0205	4500.00	6920	NON-INSTRUCTIONAL SUPPLIES	\$10,000.00
72	00	01	8306	0205	4300.00	6920	INSTRUCTIONAL SUPPLIES	\$12,000.00
72	00	01	8306	0205	2380.00	6920	PART-TIME/OVERTIME/STUDENT	\$12,000.00
72	00	01	8306	0205	2385.00	6920	HR SUBSTITUTE	\$8,576.00
72	00	01	8306	0205	5640.00	6920	REPAIRS AND MAINTENANCE	\$1,000.00
72	00	01	8306	0205	2181.00	6920	CLASSIFIED HOURLY	\$64,008.00
72	00	01	8306	0205	6400.00	6920	EQUIPMENT & FURNITURE	\$9,812.00
72	00	01	8306	0205	3420.00	6920	BENEFITS	\$21,144.00

**JUSTIFICATION**

Budget Adjustment created to include additional funding awarded by the Child Development Division of the State Department of Education for Fiscal Year 2012/2013.

Controller	Chancellor	Board Action Date
		11/7/13
Batch Transfer Number/Reference #	Posted By:	Date:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: January 17, 2013  
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 2012-2013 budget.

DISTRICT

NAME OF ATTENDEE: Jeremy Sims  
DEPARTMENT: District Computing Services  
CONFERENCE: Association of California Community College Administrators  
DATES: January 16-19, 2013  
LOCATION: Sacramento, California  
PURPOSE: Attendance at the conference is part of the ACCCA Mentorship Program  
BENEFIT: Attendance at the conference is part of the ACCCA Mentorship Program  
ESTIMATED COST: \$1,350.00  
FUNDING SOURCE: District Computing Services General funds.

NAME OF ATTENDEE: Jeremy Sims  
DEPARTMENT: District Computing Services  
CONFERENCE: Association of California Community College Administrators  
DATES: February 19-23, 2013  
LOCATION: Monterey, California  
PURPOSE: Attendance at the conference is part of the ACCCA Mentorship Program  
BENEFIT: Attendance at the conference is part of the ACCCA Mentorship Program  
ESTIMATED COST: \$1,895.00  
FUNDING SOURCE: District Computing Services General funds.

SBVC

NAME: James Espinoza, Susan Gasca, Carolyn Lindsey, Carlos Solorio and Kimberly Wingson  
DEPARTMENT: MCHS Principal - Non District Employee/Student Life/Middle College High School (MCHS)  
CONFERENCE: Middle College National Consortium (MCNC) Winter Principals' Leadership Conference  
DATES: February 13-16, 2013  
LOCATION: Newport, California  
PURPOSE: Support collaborative effort between San Bernardino City Unified School District (SBCUSD) and SBVC.  
BENEFIT: Staff development using MCNC student success in college.  
ESTIMATED COST: \$1,582.15 each  
FUNDING: Middle College High School Chancellor's grant fund



CHC

NAME: Daniel Bahner, Debbie Bogh, Karen Childers, Jennifer Floerke, Mariana Moreno, Ruby Zuniga  
DEPARTMENT: Title V  
CONFERENCE: HSI/Title V Best Practices Conference 2013  
DATES: March 10-14, 2013  
LOCATION: New Jersey City, New Jersey  
PURPOSE: To interact and share ideas, practices, and program requirements associated with the Title V/HSI grant.  
BENEFIT: To remain current on issues to ensure long-term project sustainability.  
ESTIMATED COST: \$2,650 each  
FUNDING SOURCE: Title V

NAME: Debbie Bogh  
DEPARTMENT: Title V  
CONFERENCE: Higher Education Program Project Directors Meeting  
DATES: March 25-29, 2013  
LOCATION: Washington, DC  
PURPOSE: To gain knowledge and information regarding Title V issues pertaining to sustainability of grant activities.  
BENEFIT: To remain current on issues to ensure long-term project sustainability.  
ESTIMATED COST: \$2,775.00  
FUNDING SOURCE: Title V

NAME: Kirsten Colvey, Raju Hegde, Dean Papas, Robert McAtee, Sherri Wilson, Keith Wurtz  
DEPARTMENT: Math, English, Reading and Instructional Support; Counseling; Research, Planning & Institutional Effectiveness  
CONFERENCE: RP Leading from the Middle Academy  
DATES: January 31-February 2, 2013  
LOCATION: Pomona, CA  
PURPOSE: Professional development for mid-level college leaders.  
BENEFIT: To develop student success initiatives aligned with the Student Success Act.  
ESTIMATED COST: \$2,000 each  
FUNDING SOURCE: Basic Skills Initiative & Matriculation Funds

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: January 17, 2013  
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 2012-2013 budget.

## DISTRICT

EVENT: 2013 Latino Education & Advocacy Days (LEAD) Summit  
DATE: March 27, 2013  
AMOUNT: \$1,000 Vendor exhibit table and logo/brand recognition.  
ITEM: Cal State San Bernardino is hosting this one-day summit for educators, administrators, students, parents, civic leaders and advocates in support of a common interest and commitment to educational issues that impact Latinos.

EVENT: Martin Luther King Jr. Breakfast  
DATE: January 21, 2013  
AMOUNT: \$280 Advertising and 4 breakfast tickets  
ITEM: This prayer breakfast is hosted by the Inland Empire African American Churches. Elected officials, corporate businesses and community based organizations pay tribute to the legacy of Dr. King.

EVENT: Economic Development & Corporate Training (EDCT) Advertisement  
DATE: November 1, 2012  
AMOUNT: \$300.00  
ITEM: Full page advertisement of the EDCT programs in the National Association for the Advancement of Colored People (NAACP) souvenir book hosted at their Annual Freedom Fund dinner. Funded by the Community Services budget.

EVENT: 2013 Manufacturers' Summit  
DATE: February 8, 2013  
AMOUNT: \$5,000.00 Gold Partner Sponsorship  
ITEM: As a sponsor for this event, EDCT programs will be on exhibition and eight participants will be able to attend the presentation on Workforce Innovation through Collaboration. Funded with the Employment Training Panel grant.

EVENT: American Graduate Reunion  
DATE: February 6, 2013  
AMOUNT: \$500.00  
ITEM: Refreshments and Supplies  
Sponsored by KVCR, this reunion will invite everyone who took part in this grant funded project which highlighted local high schools graduates. Anticipated attendance 250, students' teachers, education partners, freelancers and staff who assisted on this project. Funding source CPB American Graduate project & KVCR General Fund.

EVENT: Crafton Hills College Classified Senate 2013 Classified Professionals Week  
DATE: June 10-13, 2013  
AMOUNT: \$1,500  
ITEM: Professional Development  
Edustream is contributing \$1,500 of the EduStream grant funds towards the Professional Development Activities that the Crafton Hills College Classified Senate will schedule and participate in during the Classified Professionals Week.

EVENT: Citizens Bond Oversight Committee Meeting  
DATE: January 30, 2013  
AMOUNT: \$50  
ITEM: This committee provides oversight for the bond construction program. Light refreshments are served to attendees and the citizen volunteers, and certificates of appreciation are awarded to outgoing members. Funding source is Fiscal Services General Funds.

EVENT: Advertisement  
DATE: January 23, 2013  
AMOUNT: \$4,100.00  
ITEM: American Images Publishing Incorporation will include a full page advertisement in the Official Guide to San Bernardino County, California, for the Economic Development and Corporate Training division. Funding source is Community Services funds.

### SBVC

EVENT: SBVC Art Gallery Reception – Art Club  
DATE: January 22, 2013  
AMOUNT: \$80.00  
ITEM: Refreshments  
Sponsored by the SBVC Art Club, this event will promote the art exhibitions organized by the Art Department. Each art exhibition held at the Clara and Allen Gresham Art Gallery has a special reception in which refreshments are served. Students and visitors have the opportunity on these special evenings to meet the artists and learn more about the art work. Anticipated attendance for this event is approximately 100 students, faculty, staff and community members. Funding source is the SBVC Art Club trust account.

EVENT: Mentor/Mentee Gathering  
DATE: February 12, 2013  
AMOUNT: \$500.00  
ITEM: Refreshments, Decorations and Supplies  
Sponsored by the Tumaini Program and Black Faculty and Staff organization, this event will allow students to build leadership and teamwork skills, and encourage working opportunities. Anticipated attendance is 75 faculty, staff and students. Funding source is the Tumaini Program categorical fund.

EVENT: Great Teachers Retreat  
DATE: February 21-23, 2013  
AMOUNT: \$6,750.00  
ITEM: Facility rental, Non-instructional support/facilitator, food and supplies  
This annual event provides a time for our faculty, staff and academic managers to discuss and develop instructional methodologies and strategies. Funding sources are: Professional Development fund, Basic Skills funds, Edustream grant, HACU-Walmart grant.

EVENT: Visit to the Museum of Tolerance (Los Angeles)  
DATE: March 8, 2013  
AMOUNT: \$1,528.07  
ITEM: Bus Rental and Registration  
Sponsored by the Puente Project, participants will travel by bus from San Bernardino Valley College to the Museum of Tolerance and receive a tour of the Museum. This interactive learning experience will result in the students writing a reaction/response paper and also in the discussion of the reasons for cultivating perhaps a higher level in our diverse/global society. Anticipated attendance is 32 students, staff and chaperones. Chaperones will be Mary Copeland and Laura Gomez. Funding sources are Puente Project categorical funds.

EVENT: 2013 Western Regional Collegiate Cyber Defense Competition  
DATE: March 29-30, 2013  
AMOUNT: \$2,000.00  
ITEM: Registration and Lodging  
The SBVC Computer Information Technology Department will participate in this competition which is being held at Cal Poly Pomona. Anticipated attendance is 8 students, who make up our cyber defense team, and one faculty serving as the team's coach. Mr. Roger Powel will be the team's coach for this competition. Funding source is the Computer Technology general fund account.

EVENT: Foster & Kinship Care Education Program (FKCE) 2013 Foster & Kinship Care Education Team Conference  
DATE: April 25, 2013  
AMOUNT: \$10,000.00  
ITEM: Refreshments, Equipment, Room Rental and Keynote Speaker  
Sponsored by the Foster & Kinship Care Education Program, this annual conference will be presented to foster parents, relative caregivers, social workers, and child development educators in San Bernardino County. There will be a morning keynote speaker. The event will be held at the Hilton in San Bernardino. Anticipated attendance is approximately 160 students, staff, faculty and community members. The funding source is the Foster & Kinship Care Education (FKCE) Program categorical fund.

EVENT: End of Year Ceremony  
DATE: May 3, 2013  
AMOUNT: \$1,496.65  
ITEM: Refreshments, Awards and Decorations  
Sponsored by the Tumaini Program, this event will be held to honor Tumaini Students for completing their first year in college. Anticipated attendance is 130 faculty, staff and family members. The funding source is the Tumaini Program categorical fund.

#### CHC

EVENT: Student Senate End-of-Semester Holiday Dinner  
DATE: December 14, 2012  
AMOUNT: \$400.00  
ITEM: Refreshments  
Sponsored by the CHC Student Senate, this annual event was held at BJ's Restaurant. Funding provided through the CHC Student Senate Trust Account. This is ratification.

EVENT: CHC Student Success and Engagement/Enrollment Management Committee Retreat  
DATE: January 24 & 25, 2013  
AMOUNT: \$1,000.00  
ITEM: Refreshments  
CHC Student Success and Engagement/Enrollment Management Committee is holding a retreat to begin the process of developing a plan to meet the requirements of the Student Success Act. The retreat will provide faculty and staff an opportunity to discuss and develop plans to implement student success initiatives that meet state requirements and additional measures that will facilitate student success. The retreat will be held at Redlands East Valley High School. Funding provided through the Basic Skills Initiative state fund.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Steven Sutorus, Business Manager  
DATE: January 17, 2013  
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 Five Thousand Dollars (\$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 Asset Surplus Report**  
**January 17, 2013**

<b>Asset Number</b>	<b>Date Retired</b>	<b>Location</b>	<b>Description</b>	<b>Date In Service</b>	<b>Initial Value</b>	<b>Current Value</b>
0016825	12/20/2012	CRAFTON HILLS COLLEGE	swchw/sis/w	10/7/2003	\$1,660.00	\$0.00
0016826	12/20/2012	CRAFTON HILLS COLLEGE	switch	10/7/2003	\$1,660.00	\$0.00
0016827	12/20/2012	CRAFTON HILLS COLLEGE	switch	10/7/2003	\$1,660.00	\$0.00
0017102	12/18/2012	CRAFTON HILLS COLLEGE	server	7/1/2005	\$1,611.00	\$0.00
0017502	12/20/2012	CRAFTON HILLS COLLEGE	switch	8/1/2007	\$2,562.00	\$0.00
Total:					<u>\$9,153.00</u>	<u>\$0.00</u>



**Non-Fixed Asset Surplus Report**  
**January 17, 2013**

1. Cisco Switch – 3550	22 ea.
2. Cisco Switch – 2950	4 ea.
3. Cisco Switch – 3800	1 ea.
4. Cisco Switch – 3600	1 ea.
5. Cisco Wireless Controller – 2000 Series	2 ea.
6. Dell LCD Monitor – 1908FP	11 ea.
7. Cisco Pix 515E Firewall	1 ea.
8. Sony Television	1 ea.
9. Panasonic Television	1 ea.

End

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Dr. Glen Kuck, Interim President, SBVC  
**PREPARED BY:** Scott Stark, Interim Vice President of Administrative Services, SBVC  
**DATE:** January 19, 2013  
**SUBJECT:** Consideration of Approval of a Facility Use Fee Waiver - SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a facility use fee waiver for rental only for Da List, Inc. in partnership with San Bernardino Valley College to be held on Friday, January 4, 2013, Saturday, January 5, 2013 and Sunday, January 6, 2013. Da List, Inc. is a nonprofit organization that gives kid's positive experiences through sporting events.

### **OVERVIEW**

SBVC is recommending the fee waiver in support of area community members as part of the college's community outreach effort.

### **ANALYSIS**

Da List, Inc. is a nonprofit organization that gives kid's positive experiences through sporting events. Da List, Inc. will be using the Snyder Gym and the Football Field. They will be hosting the Big Dog Bowl Event which is a football competition.

### **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. Glen Kuck, Interim President, SBVC  
**PREPARED BY:** Scott Stark, Interim Vice President of Administrative Services, SBVC  
**DATE:** January 19, 2013  
**SUBJECT:** Consideration of Approval of a Facility Use Fee Waiver - SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a facility use fee waiver rental only for Skills USA in partnership with San Bernardino Valley College to be held on Saturday, January 26, 2013.

### **OVERVIEW**

SBVC is recommending the fee waiver in support of area community members as part of the college's community outreach effort.

### **ANALYSIS**

Skills USA is a state organization that allows student competitions in skilled vocational programs. Skills USA will be using the Auditorium, the Sunroom and nine (9) classrooms on San Bernardino Valley Campus for Leadership Competitions.

### **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. Glen Kuck, Interim President, SBVC  
**PREPARED BY:** Scott Stark, Interim Vice President of Administrative Services, SBVC  
**DATE:** January 19, 2013  
**SUBJECT:** Consideration of Approval of a Facility Use Fee Waiver - SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a facility use fee waiver rental only for Skills USA in partnership with San Bernardino Valley College to be held on Saturday, February 2, 2013.

### **OVERVIEW**

SBVC is recommending the fee waiver in support of area community members as part of the college's community outreach effort.

### **ANALYSIS**

Skills USA is a state organization that allows student competitions in skilled vocational programs. Skills USA will be using the Auditorium, the Sunroom and three (3) classrooms on San Bernardino Valley Campus for a Culinary Arts Competition.

### **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. Glen Kuck, Interim President, SBVC  
**PREPARED BY:** Scott Stark, Interim Vice President of Administrative Services, SBVC  
**DATE:** January 17, 2013  
**SUBJECT:** Consideration of Approval of a Facility Use Fee Waiver - SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a facility use fee waiver for Rancho Valley Volleyball Club on Mondays, Tuesdays, Wednesdays and Thursdays (excluding holidays) January 3, 2013 through June 20, 2013. This event is sponsored by Dave Rubio for SBVC Athletics Department.

### **OVERVIEW**

SBVC is recommending the fee waiver in support of area community members as part of the college's community outreach effort.

### **ANALYSIS**

### **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: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
DATE: January 17, 2013  
SUBJECT: Consideration of Approval of Budget Calendar

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Budget Calendar.

OVERVIEW

The Fiscal Year 2013-2014 budget calendar is presented to the Board of Trustees for approval.

ANALYSIS

The purpose of a Budget Calendar is to provide the timelines necessary for discussion and adoption of the District budget. Most budget consultants and auditors recommend that the Board of Trustees adopt the Budget Calendar as a planning tool. The Trustees may desire to add a budget workshop during the period between the tentative and final budget. It should be noted that it may be a year of much uncertainty, and as such the budget calendar may require amendment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

# Fiscal Year 2013-14 Budget Calendar

<u>DATE</u>	<u>ITEM</u>	<u>RESPONSIBLE</u>
January 17, 2013	Budget calendar to Board of Trustees for adoption.	Vice Chancellor, Fiscal Svcs Board of Trustees
January 23, 2013	Projected Funds for FY 2013-14 and tentative distribution to campuses determined at Chancellor's Cabinet.	Chancellor's Cabinet
February 14, 2013	Projected Funds for FY 2013-14 and tentative distribution to campuses is reviewed with District Budget Committee.	Vice Chancellor, Fiscal Svcs
February 14, 2013	Receive direction from the Board on budget development per AP 6200.	Vice Chancellor, Fiscal Svcs Board of Trustees
February 28, 2013	Prior and current year line budgets, instructions packet, and due dates are forwarded to Campus Presidents and Chancellor for distribution to responsibility centers.	Fiscal Services College Presidents Chancellor
March 1, 2013- April 16, 2013	Campus budget processes determine priorities, reallocation of funds, and responsibility center managers prepare budget forms for submittal to District.	Campus Staff
April 17, 2013	Budget reports to establish FY 2013-14 Preliminary Budget are due at District.	Campus Staff
May 1, 2013	Chancellor's Cabinet is updated on status of Preliminary Budget. Review, discussion and recommended adjustments as required.	Vice Chancellor, Fiscal Svcs Chancellor's Cabinet
May 9, 2013	District Budget Committee is updated on status of budget process and Preliminary Budget.	Vice Chancellor Fiscal Svcs District Budget Committee
May 9, 2013	Board is updated on status of budget process and receives a Preliminary Budget (no formal action required).	Vice Chancellor, Fiscal Svcs
June 13, 2013	Tentative Budget is presented to the Board of Trustees for adoption.	Vice Chancellor Fiscal Svcs Board of Trustees
June 14, 2013- July 30, 2013	Review of Tentative Budget and development of Final Budget. Changes made based on internal discussion, changes in state financial picture.	Vice Chancellor, Fiscal Svcs Others
July 31, 2013	Draft of Final Budget discussed at Chancellor's Cabinet.	Vice Chancellor, Fiscal Svcs Chancellor's Cabinet
August 8, 2013	Draft of Final Budget discussed at District Budget Committee meeting.	Vice Chancellor, Fiscal Svcs District Budget Committee
September 12, 2013	Public Hearing and adoption of FY 2013-14 Final Budget by Board of Trustees.	Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Crispina R. Ongoco, Director of Fiscal Services  
DATE: January 17, 2013  
SUBJECT: Consideration of Approval of Nonresident Tuition Fee

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2013-2014 Nonresident Tuition Fee of \$182 per unit, which is the sum of the District's current expense of education per full-time equivalent student plus \$9 per semester unit for capital outlay expenses.

OVERVIEW

Education Code Section 76140 requires the Board of Trustees to annually adopt the nonresident tuition fee for the next fiscal year by February 1.

ANALYSIS

The District is using the District Average Cost (Option #2) as the basis for the nonresident fee. The additional capital outlay fee of \$9 is being calculated per the state worksheet. The worksheets used to arrive at the nonresident fee options are attached.

BOARD IMPERATIVE

III. Resource Management For Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The approval of this board item will positively impact the budget.



# California Community Colleges

## 2013-14 NONRESIDENT FEES WORKSHEET

### NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 1 THROUGH 7

2013-14 NONRESIDENT TUITION FEE (EC 76140)	(Col. 1) Statewide	(Col. 2) District	(Col. 3) 10% or More Noncredit FTES
<b>A. Expense of Education for Base Year</b> (2011-12 CCFS 311, Expenditures by Activity Report, AC 0100-6700, Cols: 1-3)	\$6,525,620,578	\$ 73,688,293	\$ _____
<b>B. Annual Attendance FTES</b> (Recal 2011-12)	<u>1,182,633</u>	<u>13,925.45</u>	_____
<b>C. Average Expense of Education per FTES</b> (A ÷ B)	<u>\$5,518</u>	\$ <u>5,291.63</u>	\$ _____
<b>D. U.S. Consumer Price Index Factor</b> (2 years)	x <u>1.033</u>	x <u>1.033</u>	x <u>1.033</u>
<b>E. Average Cost per FTES for Tuition Year</b> (C x D)	<u>\$5,700</u>	\$ <u>5,466</u>	\$ _____
<b>F. Average Per Unit Nonresident Cost – Semester (Qtr)</b>	<u>\$190 (\$127)</u>	\$ <u>182</u>	\$ _____
<b>G. Highest year Statewide average – Semester (Qtr)</b>	<u>\$190 (\$127)</u>	\$ <u>190</u>	\$ _____
<b>H. Comparable 12 state average – Semester (Qtr)</b>	<u>\$368 (\$245)</u>	\$ <u>368</u>	\$ _____

**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 2007-08 through 2013-14 is \$190 per semester unit or \$127 per quarter unit (2012-13).

**Option 7.** The average of the nonresident tuition fees of public community colleges in 2011-12 of no less than 12 states comparable to California in cost of living is \$368 per semester unit or \$245 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 17, 2013 meeting adopted a **nonresident tuition fee** of \$ 182 per semester unit or \$ n/a per quarter unit.

Basis for adoption is (*place an X in one box only*).

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/>            | 1. Statewide average cost, per column 1.   |
| <input checked="" 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 2009-10 (\$190 per semester unit; \$127 per quarter unit). |
| <input type="checkbox"/>            | 7. No more than average tuition of 12 states with cost of living comparable to California. |

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**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 2011-12 \$ 3,956,721
- b. FTES for 2011-12 13,925.45
- c. Capital outlay expense per FTES (*line a divided by line b*) 284
- d. Capital Outlay Fee per unit:
1. Per semester unit (*line c divided by 30 units*) 9

**OR**

2. Per quarter unit (*line c divided by 45 units*) n/a
- e. 2013-14 Nonresident Student Capital Outlay Fee (*the lesser of line d OR 50% of adopted 2011-12 Nonresident Tuition Fee*) n/a

The district governing board at its January 17, 2013 meeting adopted a **nonresident capital outlay fee** of \$ 9 per semester unit or \$ n/a per quarter unit.

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**Upon adoption of nonresident tuition and/or capital outlay fees by your district governing board by February 1, 2013, please submit a copy of this report by February 15, 2013 to:**

**California Community Colleges Chancellor's Office  
Fiscal Services Unit  
1102 Q Street, 4<sup>th</sup> Floor  
Sacramento, CA 95811-6549 FAX (916) 323-3057**

**District** San Bernardino Community College District

**Contact Person** Penny Ongoco

**Phone Number & email** 909-382-4028, pongoco@sbccd.cc.ca.us

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Penny Ongoco, Director of Fiscal Services  
DATE: January 17, 2013  
SUBJECT: Consideration of Approval to Close Fund 76

RECOMMENDATION

It is recommended that the Board of Trustees approve the closing of Fund 76, the Investment Trust Fund-San Manuel.

OVERVIEW

On April 8, 2010, a charitable agreement was entered into between the KVCR Educational Foundation and the San Manuel Band of Mission Indians to establish and fund the first three years of operations of a Native Cultural Channel. On October 14, 2010, the Board approved the creation of Fund 76 to account for this undertaking.

ANALYSIS

Fund 76 should now be closed as the funds have been consolidated under Fund 74, KVCR.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: January 17, 2013  
SUBJECT: Consideration of Approval to Appoint Staff Member to  
Serve on RDA Successor Agency Oversight Board for the  
City of Big Bear

RECOMMENDATION

It is recommended that the Board of Trustees appoint Kenn Couch, General Manager, KVCR, to serve on the RDA Successor Agency Oversight Board for the City of Big Bear.

OVERVIEW

An appointment is needed to replace an outgoing trustee.

BOARD IMPERATIVES

- 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**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Charlie Ng, Vice Chancellor, Fiscal Services  
**PREPARED BY:** Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville  
**DATE:** January 17, 2013  
**SUBJECT:** Consideration of Approval of Amendment 002 to the Steinberg Architects Contract

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Amendment 002 to the Steinberg Architects contract in the amount of \$39,075.00.

### **OVERVIEW**

On December 8, 2011, the Board of Trustees approved a contract with Steinberg Architects for architectural services on the Occupational Education 2 Building (OE2) project at CHC. This amendment is for the design of several items not part of the original project scope, but later identified as necessary by the CHC User Group. The revised project scope includes a spray wall, fire water recirculation tank and additional fire hydrants within the drill yard.

### **ANALYSIS**

The effect of this amendment will be an addition of \$39,075.00 to the Steinberg Architect contract, resulting in a revised contract amount of \$1,538,480.00. There is no increase in length of contract.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in 2012-13 Measure M budget.

# Kitchell/BRj/Seville

11711 Sand Canyon Road, Yucaipa, CA 92399

# Project Memo

Ph: 909.435.4159 - Fax: 909.794.8901

DATE: November 20, 2012

TO: Charlie Ng  
Vice Chancellor of Fiscal Services  
San Bernardino Community College District (SBCCD)

FROM: Geoff Bachanas  
Project Manager  
Kitchell/BRj/Seville

RE: Crafton Hills College (CHC)  
PROJECT #: OE2 Building  
Approval of Steinberg Architects Contract Amendment #2 (ASA #2)

No - M CHC OE2 Bldg 006R1

## SCOPE:

SBCCD approval for Steinberg Architects to proceed with the additional design work associated with the additional scope of work included in ASA #2 as part of the OE2 Building project. Additional design work includes spray wall, fire water recirculation tank and additional fire hydrants.

## NARRATIVE:

Through the course of meeting with the CHC user group on the OE2 Building it was determined that additional items were necessary in the drill yard to ensure the fire academy program was met. These items include a spray wall, fire water recirculation tank and additional fire hydrants. The spray wall will be approximately 25' tall and 65' long and used for fire hose training and repelling exercises. The fire water recirculation tank and additional fire hydrants will also be used for fire hose training with the key element of the recirculation tank being that the high amount of water used by the fire academy won't be coming from the CHC campuses domestic water supply. These items weren't in the original project scope.

Kitchell/BRj/Seville has obtained and negotiated a proposal from Steinberg Architects, see attached. The original proposal received from Steinberg Architects was \$59,975.00 and through negotiations the final agreed upon amount is \$39,075.00.

## RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD authorize Steinberg Architects to proceed with ASA #2 in the amount of \$39,075.00. Upon approval, Kitchell/BRj/Seville will direct Steinberg Architects to proceed with the additional design work in an effort to expedite this additional scope of work. A formal Contract Amendment #2 will be prepared and forwarded to SBCCD board for final approval, Steinberg Architects new contract amount with the approval of Contract Amendment #2 will be \$1,538,480.00.

## BUDGET INFORMATION/FISCAL IMPACT:

OE2 Building Project - 5625

Info from Measure M Budget version 35

Project Original Budget Amount:	\$ 24,163,646.94
Project Current Spent to date:	\$ 836,344.50
Project Current Estimate to Complete:	\$ 24,163,646.94
Project Memo Forecast Cost:	\$ 39,075.00 - will come from soft cost contingency
Project Change Amount:	\$ 0.00
Budget Line Item will be 6210.10 - Architectural Fees	

ang  
11/20/12

  
11/20/12

I concur with this recommendation  
 I do not concur with this recommendation

*Diana Johnson* 11/27/12  
Diana Johnson, Program Manager, KBS

I concur with this recommendation  
 I do not concur with this recommendation

*Charlie Ng* 11/28/12 MS  
Charlie Ng, VC of Fiscal Services, SBCCD

Attachments: Steinberg Architects ASA #2 (5 pages)

Cc: Diana Johnson; Sheila Nelson - Kitchell/BRj/Seville  
File

**CHC OE2 BUILDING  
STEINBERG ARCHITECT CONTRACT AMENDMENT: 002**

PROJECT: Crafton Hills College (CHC)  
11711 Sand Canyon Road  
Yucaipa, CA 92399

OWNER: San Bernardino Community College District (SBCCD)

TO: Steinberg Architects  
523 West 6<sup>th</sup> Street, Suite 245  
Los Angeles, CA 90014

Brief Description:

This amendment is for providing additional design services including a spray wall, fire water recirculation tank and additional fire hydrants within the drill yard. Through the course of meeting with the CHC user group it was determined that these additional items were necessary in order to ensure the fire academy program was met.

Attachments:

- Kitchell/BRj/Seville project memo OE2 Bldg 006R1 (2 pages)
- Steinberg Architects OE2 Bldg ASA #2 (5 pages)

Costs:

\$39,075.00 = Total amount of this Amendment

The original Contract Sum	\$1,457,200.00
Net change by previous Amendments	\$42,205.00
The Contract Sum prior to this Amendment	\$1,499,405.00
The Contract Sum will be increased by this Amendment	\$39,075.00
The new Contract Sum including this Amendment	\$1,538,480.00

The Contract Schedule as of this Amendment will be unchanged.

By signing this Amendment the SBCCD authorizes Steinberg Architects 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 Steinberg Architects OE2 Building project contract with SBCCD.

Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

Authorized:

ARCHITECT  
Steinberg Architects

PROGRAM MANAGER  
Kitchell/BRj/Seville

OWNER  
SBCCD

By: [Signature]

By: [Signature]

By: \_\_\_\_\_

DATE: 12/11/12

DATE: 1/4/13

DATE: \_\_\_\_\_

*ans*  
12/12/12





SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville  
DATE: January 17, 2013  
SUBJECT: Consideration of Approval of Amendment 006 to the  
C.H.J., Incorporated Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 006 to the C.H.J., Incorporated contract in the amount of \$265,143.00.

OVERVIEW

On February 11, 2010, the Board of Trustees approved a contract with CHJ, Incorporated for special inspection and testing services on Measure M Construction projects at San Bernardino Valley College. C.H.J. has a current contract and purchase order for Measure M work for geological investigations and special testing. Purchase order budgets have been identified to reconcile existing and new project budgets in order to provide special testing/inspection services as required for each project scope: 1) Central Plant, 2) Business Building Renovation, 3) Auditorium Renovation, 4) ADA Upgrades, and 5) Site Signage.

ANALYSIS

The effect of this amendment will be an addition of \$265,143.00 to the C.H.J., Incorporated contract, resulting in a revised contract amount of \$791,462.00. There is no increase in length of contract.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2012-13 Measure M budget.

# Kitchell/BRj/Seville

701 S Mount Vernon Ave, San Bernardino, CA 92410

# Project Memo

Ph: 909.693.3160 Fax: 909.889.9952

DATE: December 21, 2012

No. VC 138R1

TO: Charlie Ng  
Vice Chancellor  
San Bernardino Valley College (SBVC)

FROM: Michael Villegas  
Project Manager  
Kitchell/BRj/Seville

RE: San Bernardino Valley College (SBVC) Measure M  
**CHJ Special Inspection and Testing Services Task Order**  
1) Central Plant TES 2) Business Bldg. 3) Auditorium Renovation 4) ADA Upgrades  
5) Site Signage

## SCOPE:

SBCCD approval to increase purchase order (PO) to C.H.J. Incorporated for estimated special testing fee's for the projects listed above.

## NARRATIVE:

C.H.J. Inc. has a current contract and purchase order for Measure M work for geological investigations and special testing. Purchase order budgets have been identified to reconcile existing and new project budgets in order to provide special testing/inspection services as required for each project scope: **1) Central Plant TES, 2) Business Building Renovation, 3) Auditorium Renovation, 4) ADA Upgrades, 5) Site Signage.** New contract total if approved will be \$791,462.00. The request for an additional \$265,143.00 is to forecast special testing budgets for the following projects:

CENTRAL PLANT THERMAL ENERGY STORAGE TANK – ADD \$92,600.00  
BUSINESS BUILDING – ADD \$27,181.00  
AUDITORIUM RENOVATION – NEW \$83,427.00  
ADA UPGRADES – NEW \$28,770.00  
SITE SIGNAGE – ADD \$33,165.00

## RECOMMENDATION:

Kitchell/BRJ/Seville recommends approving the increase to the budget for special testing to the projects listed below in the amount of \$265,143.00 to Measure M Projects.

## BUDGET/FISCAL IMPACT

Current purchase order # 130890

### **INCREASE Line Items:**

42-37-31-5230-0000-6210.13-7100 - CENTRAL PLANT  
Change amount will be funded through contingency.  
Change Amount: **\$92,600.00**

42-37-31-2520-0000-6210.13-7100 – BUSINESS BUILDING RENOVATION  
Change amount will be funded through contingency.  
Change Amount: **\$27,181.00**

42-37-31-9517-000-6210.13-7100 – AUDITORIUM RENOVATION  
Change amount will be funded through contingency.  
Change Amount: **\$83,427.00**

42-37-31-4410-0000-6210.13-7100 - ADA UPGRADES

Change amount will be funded through contingency.

Change Amount: \$28,770.00

42-37-31-4410-0000-6210.13-7100 - SITE SIGANGE

Change amount will be funded through contingency.

Change Amount: \$33,165.00

Grand Total Change Amount: \$265,143.00

I concur with this recommendation  
 I do not concur with this recommendation

*Diana Johnson* 1/3/13  
Diana Johnson, Program Manager, KBS

I concur with this recommendation  
 I do not concur with this recommendation

*Charlie Ng*  
Charlie Ng, Vice Chancellor

Attachments: CHJ Proposal dated 12/5/2012

Cc: File

*M*  
1/3/13

**CONSULTANT CONTRACT AMENDMENT  
FOR GEOTECHNICAL SERVICES / SPECIAL TESTING: 006**

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: CHJ INCORPORATED.  
1355 East Cooley Drive  
Colton, CA 92324

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Brief Description:

This contact amendment is for additional geotechnical and inspection services for various SBVC Measure M Projects. CHJ, Inc. contract for Measure M geotechnical and special testing services requires separate task orders and associated fees per individual project basis. This fee will provide CHJ, Inc. testing services, as required, within the project scope noted below:

**INCREASE Line items:**

*42-37-31-5230-0000-6210.13-7100 - CENTRAL PLANT*

Change amount will be funded through contingency.

Change Amount: **\$92,600.00**

*42-37-31-2520-0000-6210.13-7100 - BUSINESS BUILDING RENOVATION*

Change amount will be funded through contingency.

Change Amount: **\$27,181.00**

*42-37-31-9517-000-6210.13-7100 - AUDITORIUM RENOVATION*

Change amount will be funded through contingency.

Change Amount: **\$83,427.00**

*42-37-31-4410-0000-6210.13-7100 - ADA UPGRADES*

Change amount will be funded through contingency.

Change Amount: **\$28,770.00**

*42-37-31-4410-0000-6210.13-7100 - SITE SIGANGE*

Change amount will be funded through contingency.

Change Amount: **\$33,165.00**

Grand Total Change Amount: \$265,143.00

Costs:

**\$265,143.00** = Total of this requested Consultant Contract Ammendment: 06

Attachments:

CHJ Proposal Dated 12/5/12R; SBVC PM 138R1

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The original Contract Sum	\$195,700.00
Net change by previous Amendments	\$330,619.00
The Contract Sum prior to this Amendment	\$526,319.00
The Contract Sum will be increased by this Amendment	\$265, 143.00
The new Contract Sum including this Amendment	\$791,462.00

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By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes CHJ INCORPORATED 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 CHJ INCORPORATED 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**  
**CHJ INCORPORATED**

**PROGRAM MANAGER**  
**Kitchell CEM**

**OWNER**  
**SBCCD**

By: George E. Batty III  
DATE: 12-26-12

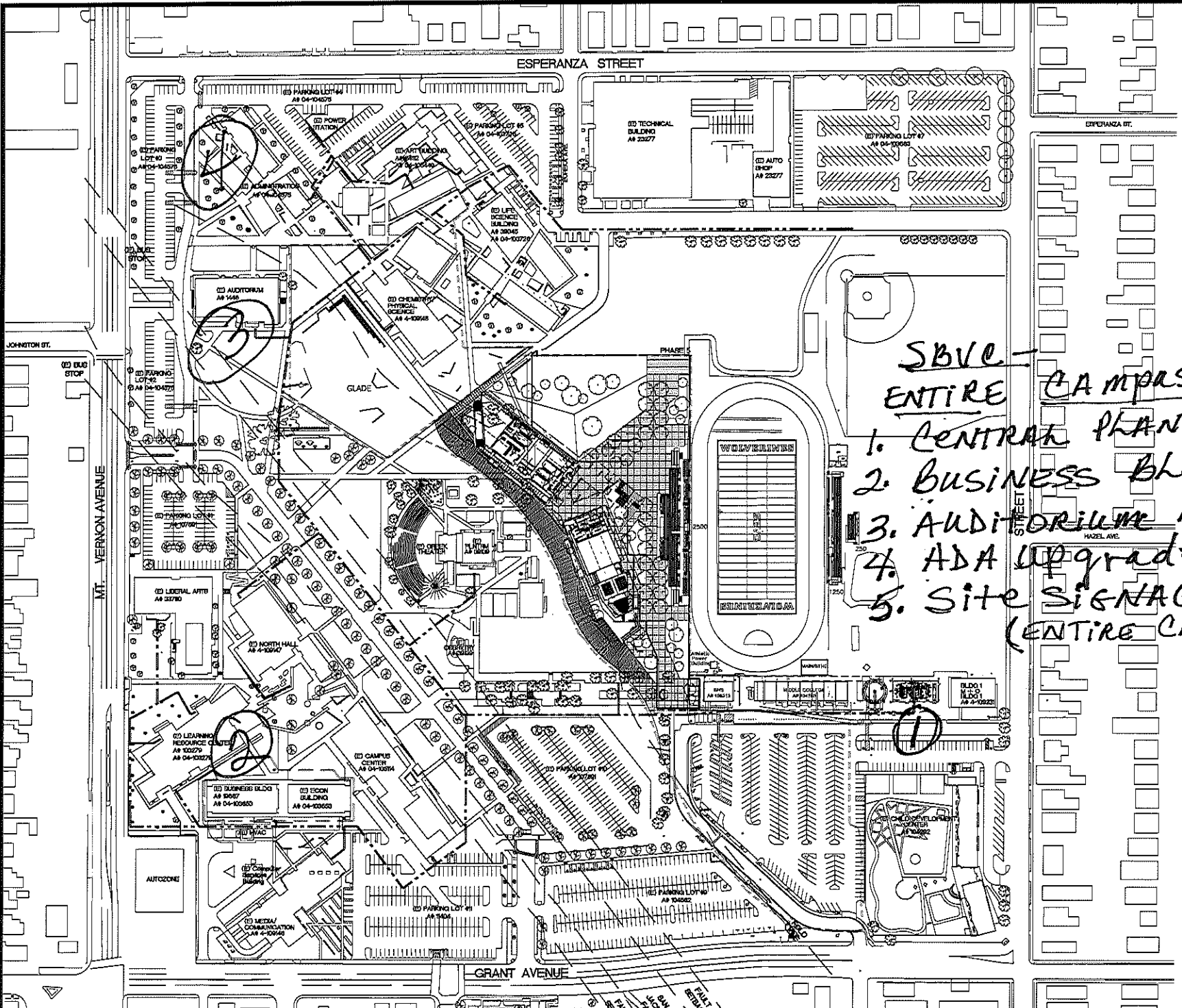
By: Diana Johnson  
DATE: 1/3/13

By: \_\_\_\_\_  
DATE: \_\_\_\_\_

LEGEND

PROJECT LIMITS OF WORK

OF PPGS



- SBVC -  
 ENTIRE CAMPUS:
1. CENTRAL PLANT
  2. BUSINESS Bldg.
  3. AUDITORIUM RENOVATION
  4. ADA Upgrades
  5. SITE SIGNAGE (ENTIRE CAMPUS)

SCALE  
 1" = 60'

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
DATE: January 17, 2013  
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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51 Reference:  
52 Government Code Section 53600 et seq.

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54 APPROVED: 1/13/11

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Crispina Ongoco, Director of Fiscal Services  
DATE: January 17, 2013  
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 2013 fiscal year through January 1, 2013. It reflects summary information for all District funds, grouped by category within each fund.

As of January 1, the District was 50.7% through the fiscal year and had spent and encumbered about 48.5% of its budgeted general funds. This under-spending is due mainly to salary and benefit savings.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.



## Budget Revenue & Expenditure Summary Year to Date 1/1/13

Revenues by Fund	Budget	YTD Revenues	% Received	% of Year
01 General Fund*	90,718,160	27,838,097	30.7	50.7
21 Bond Interest & Redemption	13,755,000	752,439	5.5	50.7
41 Capital Outlay Projects Fund	686,215	235,035	34.3	50.7
42 Bond Construction Fund	200,000	127,203	63.6	50.7
68 Retiree Benefit Fund	763,000	754,983	98.9	50.7
69 Employee Load Banking Trust Fund	450	109	24.2	50.7
72 Child Development Fund	1,951,367	945,109	48.4	50.7
73 Student Body Center Fee Fund	211,800	130,084	61.4	50.7
74 KVCR Fund	8,266,240	3,833,598	46.4	50.7
78 Self Insurance-Liability Fund	753,000	751,312	99.8	50.7
84 Workers Compensation Fund*	1,260,000	363,859	28.9	50.7

Expenses by Fund	Budget	YTD Expenses & Encumbrances	% Expensed & Encumbered	% of Year
01 General Fund*	95,166,310	46,149,718	48.5	50.7
21 Bond Interest & Redemption	24,670,888	0	0.0	50.7
41 Capital Outlay Projects Fund	10,180,475	1,737,501	17.1	50.7
42 Bond Construction Fund	67,389,023	37,104,488	55.1	50.7
68 Retiree Benefit Fund	2,411,699	1,214,461	50.4	50.7
69 Employee Load Banking Trust Fund	450	0	0.0	50.7
72 Child Development Fund*	2,148,726	933,708	43.5	50.7
73 Student Body Center Fee Fund	284,725	114,411	40.2	50.7
74 KVCR Fund	8,385,988	4,074,878	48.6	50.7
78 Self Insurance-Liability Fund	795,000	545,299	68.6	50.7
84 Workers Compensation Fund*	1,397,000	451,810	32.3	50.7

\*Regular patterns of activity throughout the year.

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	7,481,326.38	1,399,614.53	1,399,614.53	18.7	0.00	6,081,711.85	81.2
8600.00 STATE REVENUES	63,276,376.01	19,515,854.49	19,515,854.49	30.8	0.00	43,760,521.52	69.1
8800.00 LOCAL REVENUES	19,948,007.59	6,908,655.06	6,908,655.06	34.6	0.00	13,039,352.53	65.3
8900.00 OTHER FINANCING SOURCES	12,450.00	13,973.16	13,973.16	100.0	0.00	1,523.16-	.0
TOTAL: 8000	90,718,159.98	27,838,097.24	27,838,097.24	30.6	0.00	62,880,062.74	69.3
1100.00 CONTRACT CLASSROOM INST.	15,214,244.35	7,276,736.28	7,276,736.28	47.8	0.00	7,937,508.07	52.1
1200.00 CONTRACT CERT. ADMINISTRATORS	7,966,850.93	3,759,228.35	3,759,228.35	47.1	0.00	4,207,622.58	52.8
1300.00 INSTRUCTORS DAY/HOURLY	7,248,842.00	3,053,564.02	3,053,564.02	42.1	0.00	4,195,277.98	57.8
1400.00 NON-INSTRUCTION HOURLY CERT.	1,413,738.49	488,634.29	488,634.29	34.5	0.00	925,104.20	65.4
TOTAL: 1000	31,843,675.77	14,578,162.94	14,578,162.94	45.7	0.00	17,265,512.83	54.2
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	17,709,944.50	8,293,223.34	8,293,223.34	46.8	0.00	9,416,721.16	53.1
2200.00 INSTRUCTIONAL AIDS	1,264,689.00	603,329.28	603,329.28	47.7	0.00	661,359.72	52.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,140,616.78	744,300.18	744,300.18	34.7	0.00	1,396,316.60	65.2
2400.00 INST AIDES-HOURLY- DIR. INSTRU	1,353,517.00	409,338.57	409,338.57	30.2	0.00	944,178.43	69.7
TOTAL: 2000	22,468,767.28	10,050,191.37	10,050,191.37	44.7	0.00	12,418,575.91	55.2
3100.00 CERTIFICATED RETIREMENT	2,476,368.87	1,063,570.60	1,063,570.60	42.9	0.00	1,412,798.27	57.0
3200.00 CLASSIFIED RETIREMENT	2,301,840.77	1,104,268.55	1,104,268.55	47.9	0.00	1,197,572.22	52.0
3300.00 OASDHI /FICA	2,040,881.22	951,840.28	951,840.28	46.6	0.00	1,089,040.94	53.3
3400.00 HEALTH AND WELFARE BENEFITS	7,940,634.17	3,548,520.12	3,548,520.12	44.6	0.00	4,392,114.05	55.3
3500.00 STATE UNEMPLOYMENT INSURANCE	640,213.06	307,690.49	307,690.49	48.0	0.00	332,522.57	51.9
3600.00 WORKERS COMPENSATION INSURANCE	979,886.66	457,590.35	457,590.35	46.6	0.00	522,296.31	53.3
3900.00 OTHER BENEFITS	190,113.25	96,976.99	96,976.99	51.0	0.00	93,136.26	48.9
TOTAL: 3000	16,569,938.00	7,530,457.38	7,530,457.38	45.4	0.00	9,039,480.62	54.5
4100.00 TEXTBOOKS	36,858.20	5,060.68	5,060.68	13.7	9,670.46	22,127.06	60.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	82,242.60	45,545.28	45,545.28	55.3	4,636.70	32,060.62	38.9
4300.00 INSTRUCTIONAL SUPPLIES	550,876.61	111,048.11	111,048.11	20.1	135,559.73	304,268.77	55.2
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	71,985.00	7,123.03	7,123.03	9.8	2,064.10	62,797.87	87.2
4500.00 NONINSTRUCTIONAL SUPPLIES	1,233,408.68	358,107.45	358,107.45	29.0	396,243.87	479,057.36	38.8
4700.00 FOOD SUPPLIES	30,900.00	5,711.71	5,711.71	18.4	23,688.29	1,500.00	4.8
TOTAL: 4000	2,006,271.09	532,596.26	532,596.26	26.5	571,863.15	901,811.68	44.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	5,730,129.01	1,155,552.65	1,155,552.65	20.1	2,462,408.56	2,112,167.80	36.8
5200.00 TRAVEL & CONFERENCE EXPENSES	772,173.98	213,526.02	213,526.02	27.6	93,658.22	464,989.74	60.2
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	408,796.54	189,249.23	189,249.23	46.2	42,668.22	176,879.09	43.2
5400.00 INSURANCES - DISTRICT USE	136,000.00	124,952.00	124,952.00	91.8	0.00	11,048.00	8.1
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	2,602,420.74	1,251,951.48	1,251,951.48	48.1	1,189,030.44	161,438.82	6.2
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	2,124,785.62	1,014,450.92	1,014,450.92	47.7	658,533.48	451,801.22	21.2
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	746,292.00	135,151.99	135,151.99	18.1	310,469.78	300,670.23	40.2
5800.00 OTHER OPERATING EXP-DIST. USE	4,688,484.21	979,064.35	979,064.35	20.8	122,044.74	3,587,375.12	76.5
5900.00 INTERPROGRAM CHARGES-DIST. USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	17,209,262.10	5,063,898.64	5,063,898.64	29.4	4,878,813.44	7,266,550.02	42.2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	90,097,914.24	37,755,306.59	37,755,306.59	41.9	5,450,676.59	46,891,931.06	52.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	90,747.00	2,589.00	2,589.00	2.8	920.00	87,238.00	96.1
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	58,778.26	0.00	0.00	.0	0.00	58,778.26	100.0
6300.00 LIBRARY BOOKS - EXPANSION	80,000.00	23,195.45	23,195.45	28.9	45,066.07	11,738.48	14.6
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,771,619.05	317,634.96	317,634.96	17.9	178,017.62	1,275,966.47	72.0
TOTAL: 6000	2,001,144.31	343,419.41	343,419.41	17.1	224,003.69	1,433,721.21	71.6
TOTAL: 1000-6999	92,099,058.55	38,098,726.00	38,098,726.00	41.3	5,674,680.28	48,325,652.27	52.4
7300.00 INTERFUND TRANSFERS	2,524,490.00	2,042,446.00	2,042,446.00	80.9	0.00	482,044.00	19.0
7500.00 OTHER OUTGO-STUDENT FIN AID	48,882.00	125.00-	125.00-	.0	23,945.00	25,062.00	100.0
7600.00 OTHER STUDENT AID	493,879.50	218,484.19	218,484.19	44.2	91,561.15	183,834.16	37.2
TOTAL: 7000	3,067,251.50	2,260,805.19	2,260,805.19	73.7	115,506.15	690,940.16	22.5
TOTAL: 1000-7999	95,166,310.05	40,359,531.19	40,359,531.19	42.4	5,790,186.43	49,016,592.43	51.5

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	90,718,159.98	27,838,097.24	27,838,097.24	30.6	0.00	62,880,062.74	69.3
TOTAL:	1000-5999	90,097,914.24	37,755,306.59	37,755,306.59	41.9	5,450,676.59	46,891,931.06	52.0
TOTAL:	1000-6999	92,099,058.55	38,098,726.00	38,098,726.00	41.3	5,674,680.28	48,325,652.27	52.4
TOTAL:	1000-7999	95,166,310.05	40,359,531.19	40,359,531.19	42.4	5,790,186.43	49,016,592.43	51.5
TOTAL EXPENSES	(1000 - 7999)	95,166,310.05	40,359,531.19	40,359,531.19	42.4	5,790,186.43	49,016,592.43	51.5

Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	160,000.00	0.00	0.00	.0	0.00	160,000.00	100.0
8800.00 LOCAL REVENUES	13,595,000.00	752,439.38	752,439.38	5.5	0.00	12,842,560.62	94.4
TOTAL: 8000	13,755,000.00	752,439.38	752,439.38	5.4	0.00	13,002,560.62	94.5
7100.00 DEBT RETIREMENT	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0
TOTAL: 7000	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0
TOTAL: 1000-7999	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0

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)	13,755,000.00	752,439.38	752,439.38	5.4	0.00	13,002,560.62	94.5
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	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0
TOTAL EXPENSES	(1000 - 7999)	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0



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	71,091.15	71,091.15	71,091.15	100.0	0.00	0.00	.0
8800.00 LOCAL REVENUES	615,123.60	163,943.55	163,943.55	26.6	0.00	451,180.05	73.3
TOTAL: 8000	686,214.75	235,034.70	235,034.70	34.2	0.00	451,180.05	65.7
4400.00 MEDIA AND SOFTWARE-DI STRCT USE	161.46	0.00	0.00	.0	0.00	161.46	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	39,741.00	544.49	544.49	1.3	4,573.79	34,622.72	87.1
TOTAL: 4000	39,902.46	544.49	544.49	1.3	4,573.79	34,784.18	87.1
5100.00 PERSON&CONSULTANT SVC-DI ST USE	70,000.00	15,676.79	15,676.79	22.3	9,323.21	45,000.00	64.2
5600.00 RENTS, LEASES&REPAIRS-DI ST. USE	117,675.00	4,999.00	4,999.00	4.2	9,765.00	102,911.00	87.4
5800.00 OTHER OPERATING EXP-DI ST. USE	93,629.53	12,718.96	12,718.96	13.5	4,193.90	76,716.67	81.9
TOTAL: 5000	281,304.53	33,394.75	33,394.75	11.8	23,282.11	224,627.67	79.8
TOTAL: 1000-5999	321,206.99	33,939.24	33,939.24	10.5	27,855.90	259,411.85	80.7
6100.00 SITES & IMPROVEMENTS-DI ST. USE	110,449.66	0.00	0.00	.0	0.00	110,449.66	100.0
6200.00 BUILDINGS&IMPROVEMENT-DI ST. USE	7,300,839.94	76,579.50	76,579.50	1.0	1,505.00	7,222,755.44	98.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,947,978.25	686,019.48	686,019.48	35.2	911,602.25	350,356.52	17.9
TOTAL: 6000	9,359,267.85	762,598.98	762,598.98	8.1	913,107.25	7,683,561.62	82.0
TOTAL: 1000-6999	9,680,474.84	796,538.22	796,538.22	8.2	940,963.15	7,942,973.47	82.0
7900.00 RESERVE FOR CONTINGENCIES	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 7000	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 1000-7999	10,180,474.84	796,538.22	796,538.22	7.8	940,963.15	8,442,973.47	82.9

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)	686,214.75	235,034.70	235,034.70	34.2	0.00	451,180.05	65.7
TOTAL:	1000-5999	321,206.99	33,939.24	33,939.24	10.5	27,855.90	259,411.85	80.7
TOTAL:	1000-6999	9,680,474.84	796,538.22	796,538.22	8.2	940,963.15	7,942,973.47	82.0
TOTAL:	1000-7999	10,180,474.84	796,538.22	796,538.22	7.8	940,963.15	8,442,973.47	82.9
TOTAL EXPENSES	(1000 - 7999)	10,180,474.84	796,538.22	796,538.22	7.8	940,963.15	8,442,973.47	82.9

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	200,000.00	127,202.59	127,202.59	63.6	0.00	72,797.41	36.3
TOTAL: 8000	200,000.00	127,202.59	127,202.59	63.6	0.00	72,797.41	36.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	2,510.79	2,510.79	2,510.79	100.0	0.00	0.00	.0
TOTAL: 2000	2,510.79	2,510.79	2,510.79	100.0	0.00	0.00	.0
3200.00 CLASSIFIED RETIREMENT	286.66	286.66	286.66	100.0	0.00	0.00	.0
3300.00 OASDHI/FICA	192.07	192.07	192.07	100.0	0.00	0.00	.0
3400.00 HEALTH AND WELFARE BENEFITS	310.24	310.24	310.24	100.0	0.00	0.00	.0
3500.00 STATE UNEMPLOYMENT INSURANCE	27.63	27.63	27.63	100.0	0.00	0.00	.0
3600.00 WORKERS COMPENSATION INSURANCE	34.65	34.65	34.65	100.0	0.00	0.00	.0
3900.00 OTHER BENEFITS	1.69	1.69	1.69	100.0	0.00	0.00	.0
TOTAL: 3000	852.94	852.94	852.94	100.0	0.00	0.00	.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,201,700.00	10,472.15	10,472.15	.0	927,713.52	284,458.63	100.0
5400.00 INSURANCES - DISTRICT USE	1,836,000.00	258,152.12	258,152.12	14.0	0.00	1,577,847.88	85.9
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	220,000.00	45,568.04	45,568.04	20.7	148,095.96	26,336.00	11.9
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	174,000.00	114,110.49	114,110.49	65.5	29,647.51	30,242.00	17.3
5800.00 OTHER OPERATING EXP-DIST. USE	1,081,000.00	3,750.00	3,750.00	.3	11,250.00	1,066,000.00	98.6
TOTAL: 5000	4,512,700.00	411,108.50	411,108.50	9.1	1,116,706.99	2,984,884.51	66.1
TOTAL: 1000-5999	4,516,063.73	414,472.23	414,472.23	9.1	1,116,706.99	2,984,884.51	66.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	5,516,018.00	790,051.33	790,051.33	14.3	2,143,178.70	2,582,787.97	46.8
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	54,865,641.27	11,219,879.83	11,219,879.83	20.4	21,094,807.29	22,550,954.15	41.1
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,491,300.00	85.05	85.05	.0	325,306.55	2,165,908.40	86.9
TOTAL: 6000	62,872,959.27	12,010,016.21	12,010,016.21	19.1	23,563,292.54	27,299,650.52	43.4
TOTAL: 1000-6999	67,389,023.00	12,424,488.44	12,424,488.44	18.4	24,679,999.53	30,284,535.03	44.9

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)	200,000.00	127,202.59	127,202.59	63.6	0.00	72,797.41	36.3
TOTAL:	1000-5999	4,516,063.73	414,472.23	414,472.23	9.1	1,116,706.99	2,984,884.51	66.0
TOTAL:	1000-6999	67,389,023.00	12,424,488.44	12,424,488.44	18.4	24,679,999.53	30,284,535.03	44.9
TOTAL:	1000-7999	67,389,023.00	12,424,488.44	12,424,488.44	18.4	24,679,999.53	30,284,535.03	44.9
TOTAL EXPENSES	(1000 - 7999)	67,389,023.00	12,424,488.44	12,424,488.44	18.4	24,679,999.53	30,284,535.03	44.9

BDX110  
 ALL FUNDS  
 72 San Bernardino Community Col

BEST NET CONSORTIUM  
 BUDGET SUMMARY REPORT  
 07/01/2012 TO 01/01/2013

#J654

01/02/2013

PAGE 10

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	133.35	133.35	100.0	0.00	133.35-	.0
TOTAL: 8000	0.00	133.35	133.35	100.0	0.00	133.35-	.0

Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	133.35	133.35	100.0	0.00	133.35-	.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	13,000.00	4,982.91	4,982.91	38.3	0.00	8,017.09	61.6
8900.00 OTHER FINANCING SOURCES	750,000.00	750,000.00	750,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	763,000.00	754,982.91	754,982.91	98.9	0.00	8,017.09	1.0
3400.00 HEALTH AND WELFARE BENEFITS	289,994.00	123,858.66	123,858.66	42.7	0.00	166,135.34	57.2
3500.00 STATE UNEMPLOYMENT INSURANCE	33.00	13.78	13.78	41.7	0.00	19.22	58.2
3900.00 OTHER BENEFITS	2,121,672.00	1,090,589.00	1,090,589.00	51.4	0.00	1,031,083.00	48.5
TOTAL: 3000	2,411,699.00	1,214,461.44	1,214,461.44	50.3	0.00	1,197,237.56	49.6
TOTAL: 1000-5999	2,411,699.00	1,214,461.44	1,214,461.44	50.3	0.00	1,197,237.56	49.6

Fund: 68 RETIREE BENEFIT FUND SUMMARY

=====		WORKING	EXPENDED/RECEIVED			PENDED/	UNENCUMBERED	
SUMMARY BY OBJECT		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====	=====	=====	=====	=====	=====	=====
TOTAL INCOME	(8000 - 8999)	763,000.00	754,982.91	754,982.91	98.9	0.00	8,017.09	1.0
TOTAL:	1000-5999	2,411,699.00	1,214,461.44	1,214,461.44	50.3	0.00	1,197,237.56	49.6
TOTAL:	1000-6999	2,411,699.00	1,214,461.44	1,214,461.44	50.3	0.00	1,197,237.56	49.6
TOTAL:	1000-7999	2,411,699.00	1,214,461.44	1,214,461.44	50.3	0.00	1,197,237.56	49.6
TOTAL EXPENSES	(1000 - 7999)	2,411,699.00	1,214,461.44	1,214,461.44	50.3	0.00	1,197,237.56	49.6



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	450.00	109.04	109.04	24.2	0.00	340.96	75.7
TOTAL: 8000	450.00	109.04	109.04	24.2	0.00	340.96	75.7
7300.00 INTERFUND TRANSFERS	450.00	0.00	0.00	.0	0.00	450.00	100.0
TOTAL: 7000	450.00	0.00	0.00	.0	0.00	450.00	100.0
TOTAL: 1000-7999	450.00	0.00	0.00	.0	0.00	450.00	100.0

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)	450.00	109.04	109.04	24.2	0.00	340.96	75.7
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	450.00	0.00	0.00	.0	0.00	450.00	100.0
TOTAL EXPENSES	(1000 - 7999)	450.00	0.00	0.00	.0	0.00	450.00	100.0

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	41,984.40	41,984.40	28.5	0.00	104,835.60	71.4
8600.00 STATE REVENUES	1,501,767.00	799,910.11	799,910.11	53.2	0.00	701,856.89	46.7
8800.00 LOCAL REVENUES	242,374.00	42,808.09	42,808.09	17.6	0.00	199,565.91	82.3
8900.00 OTHER FINANCING SOURCES	60,406.00	60,406.00	60,406.00	100.0	0.00	0.00	.0
TOTAL: 8000	1,951,367.00	945,108.60	945,108.60	48.4	0.00	1,006,258.40	51.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,095,900.00	480,841.02	480,841.02	43.8	0.00	615,058.98	56.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	176,451.00	35,945.95	35,945.95	20.3	0.00	140,505.05	79.6
TOTAL: 2000	1,272,351.00	516,786.97	516,786.97	40.6	0.00	755,564.03	59.3
3100.00 CERTIFICATED RETIREMENT	16,709.00	8,340.37	8,340.37	49.9	0.00	8,368.63	50.0
3200.00 CLASSIFIED RETIREMENT	87,288.00	42,499.29	42,499.29	48.6	0.00	44,788.71	51.3
3300.00 OASDHI/FICA	73,589.00	29,410.66	29,410.66	39.9	0.00	44,178.34	60.0
3400.00 HEALTH AND WELFARE BENEFITS	390,127.00	178,276.26	178,276.26	45.6	0.00	211,850.74	54.3
3500.00 STATE UNEMPLOYMENT INSURANCE	12,677.00	5,269.99	5,269.99	41.5	0.00	7,407.01	58.4
3600.00 WORKERS COMPENSATION INSURANCE	57,000.00	26,625.00	26,625.00	46.7	0.00	30,375.00	53.2
3900.00 OTHER BENEFITS	5,192.00	2,504.85	2,504.85	48.2	0.00	2,687.15	51.7
TOTAL: 3000	642,582.00	292,926.42	292,926.42	45.5	0.00	349,655.58	54.4
4300.00 INSTRUCTIONAL SUPPLIES	21,200.00	875.53	875.53	4.1	1,124.47	19,200.00	90.5
4500.00 NONINSTRUCTIONAL SUPPLIES	64,917.00	13,955.98	13,955.98	21.4	25,038.56	25,922.46	39.9
4700.00 FOOD SUPPLIES	88,000.00	37,647.14	37,647.14	42.7	42,102.86	8,250.00	9.3
TOTAL: 4000	174,117.00	52,478.65	52,478.65	30.1	68,265.89	53,372.46	30.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	2,100.00	0.00	0.00	.0	0.00	2,100.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	4,930.00	344.00	344.00	6.9	0.00	4,586.00	93.0
5800.00 OTHER OPERATING EXP-DIST. USE	4,938.00	1,375.00	1,375.00	27.8	0.00	3,563.00	72.1
TOTAL: 5000	11,968.00	1,719.00	1,719.00	14.3	0.00	10,249.00	85.6
TOTAL: 1000-5999	2,101,018.00	863,911.04	863,911.04	41.1	68,265.89	1,168,841.07	55.6
6100.00 SITES & IMPROVEMENTS-DIST. USE	25,000.00	0.00	0.00	.0	0.00	25,000.00	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	22,708.00	591.55	591.55	2.6	939.52	21,176.93	93.2
TOTAL: 6000	47,708.00	591.55	591.55	1.2	939.52	46,176.93	96.7
TOTAL: 1000-6999	2,148,726.00	864,502.59	864,502.59	40.2	69,205.41	1,215,018.00	56.5

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)	1,951,367.00	945,108.60	945,108.60	48.4	0.00	1,006,258.40	51.5
TOTAL:	1000-5999	2,101,018.00	863,911.04	863,911.04	41.1	68,265.89	1,168,841.07	55.6
TOTAL:	1000-6999	2,148,726.00	864,502.59	864,502.59	40.2	69,205.41	1,215,018.00	56.5
TOTAL:	1000-7999	2,148,726.00	864,502.59	864,502.59	40.2	69,205.41	1,215,018.00	56.5
TOTAL EXPENSES	(1000 - 7999)	2,148,726.00	864,502.59	864,502.59	40.2	69,205.41	1,215,018.00	56.5

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	211,800.00	130,083.59	130,083.59	61.4	0.00	81,716.41	38.5
TOTAL: 8000	211,800.00	130,083.59	130,083.59	61.4	0.00	81,716.41	38.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	82,374.00	40,830.50	40,830.50	49.5	0.00	41,543.50	50.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	36,000.00	19,747.11	19,747.11	54.8	0.00	16,252.89	45.1
TOTAL: 2000	118,374.00	60,577.61	60,577.61	51.1	0.00	57,796.39	48.8
3200.00 CLASSIFIED RETIREMENT	9,405.00	4,661.64	4,661.64	49.5	0.00	4,743.36	50.4
3300.00 OASDHI/FICA	6,301.00	3,166.49	3,166.49	50.2	0.00	3,134.51	49.7
3400.00 HEALTH AND WELFARE BENEFITS	26,860.00	13,430.16	13,430.16	50.0	0.00	13,429.84	49.9
3500.00 STATE UNEMPLOYMENT INSURANCE	906.00	455.30	455.30	50.2	0.00	450.70	49.7
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	146.00	73.08	73.08	50.0	0.00	72.92	49.9
TOTAL: 3000	46,618.00	23,286.67	23,286.67	49.9	0.00	23,331.33	50.0
4500.00 NONINSTRUCTIONAL SUPPLIES	6,000.00	1,894.05	1,894.05	31.5	13.83	4,092.12	68.2
TOTAL: 4000	6,000.00	1,894.05	1,894.05	31.5	13.83	4,092.12	68.2
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	1,500.00	0.00	0.00	.0	0.00	1,500.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	5,573.00	0.00	0.00	.0	0.00	5,573.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	10,500.00	0.00	0.00	.0	0.00	10,500.00	100.0
TOTAL: 5000	17,573.00	0.00	0.00	.0	0.00	17,573.00	100.0
TOTAL: 1000-5999	188,565.00	85,758.33	85,758.33	45.4	13.83	102,792.84	54.5
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	69,060.00	0.00	0.00	.0	28,639.18	40,420.82	58.5
TOTAL: 6000	69,060.00	0.00	0.00	.0	28,639.18	40,420.82	58.5
TOTAL: 1000-6999	257,625.00	85,758.33	85,758.33	33.2	28,653.01	143,213.66	55.5
7900.00 RESERVE FOR CONTINGENCIES	27,100.00	0.00	0.00	.0	0.00	27,100.00	100.0
TOTAL: 7000	27,100.00	0.00	0.00	.0	0.00	27,100.00	100.0
TOTAL: 1000-7999	284,725.00	85,758.33	85,758.33	30.1	28,653.01	170,313.66	59.8

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)	211,800.00	130,083.59	130,083.59	61.4	0.00	81,716.41	38.5
TOTAL:	1000-5999	188,565.00	85,758.33	85,758.33	45.4	13.83	102,792.84	54.5
TOTAL:	1000-6999	257,625.00	85,758.33	85,758.33	33.2	28,653.01	143,213.66	55.5
TOTAL:	1000-7999	284,725.00	85,758.33	85,758.33	30.1	28,653.01	170,313.66	59.8
TOTAL EXPENSES	(1000 - 7999)	284,725.00	85,758.33	85,758.33	30.1	28,653.01	170,313.66	59.8

Fund: 74 KVCR FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	29,409.00	0.00	0.00	.0	0.00	29,409.00	100.0
8800.00 LOCAL REVENUES	7,272,747.26	3,351,558.17	3,351,558.17	46.0	0.00	3,921,189.09	53.9
8900.00 OTHER FINANCING SOURCES	964,084.00	482,040.00	482,040.00	49.9	0.00	482,044.00	50.0
TOTAL: 8000	8,266,240.26	3,833,598.17	3,833,598.17	46.3	0.00	4,432,642.09	53.6
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,807,616.00	707,536.65	707,536.65	39.1	0.00	1,100,079.35	60.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	791,000.00	223,808.90	223,808.90	28.2	0.00	567,191.10	71.7
TOTAL: 2000	2,598,616.00	931,345.55	931,345.55	35.8	0.00	1,667,270.45	64.1
3200.00 CLASSIFIED RETIREMENT	204,091.00	75,003.18	75,003.18	36.7	0.00	129,087.82	63.2
3300.00 OASDI/FICA	141,979.00	59,010.04	59,010.04	41.5	0.00	82,968.96	58.4
3400.00 HEALTH AND WELFARE BENEFITS	301,738.00	132,512.70	132,512.70	43.9	0.00	169,225.30	56.0
3500.00 STATE UNEMPLOYMENT INSURANCE	19,629.00	10,184.51	10,184.51	51.8	0.00	9,444.49	48.1
3600.00 WORKERS COMPENSATION INSURANCE	40,500.00	16,500.00	16,500.00	40.7	0.00	24,000.00	59.2
3900.00 OTHER BENEFITS	10,975.00	4,553.88	4,553.88	41.4	0.00	6,421.12	58.5
TOTAL: 3000	718,912.00	297,764.31	297,764.31	41.4	0.00	421,147.69	58.5
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	200.00	46.89	46.89	23.4	0.00	153.11	76.5
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	2,500.00	328.97	328.97	13.1	500.00	1,671.03	66.8
4500.00 NONINSTRUCTIONAL SUPPLIES	62,120.00	15,823.98	15,823.98	25.4	14,508.02	31,788.00	51.1
TOTAL: 4000	64,820.00	16,199.84	16,199.84	24.9	15,008.02	33,612.14	51.8
5100.00 PERSON&CONSULTANT SVC-DIST USE	875,358.46	148,176.52	148,176.52	16.9	265,690.22	461,491.72	52.7
5200.00 TRAVEL & CONFERENCE EXPENSES	58,200.00	10,479.01	10,479.01	18.0	3,198.62	44,522.37	76.4
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	188,680.26	65,246.29	65,246.29	34.5	26,402.33	97,031.64	51.4
5400.00 INSURANCES - DISTRICT USE	7,000.00	0.00	0.00	.0	0.00	7,000.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	252,526.00	97,368.98	97,368.98	38.5	116,140.02	39,017.00	15.4
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	136,201.00	43,776.00	43,776.00	32.1	36,361.76	56,063.24	41.1
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	144,250.00	47,377.98	47,377.98	32.8	52,501.62	44,370.40	30.7
5800.00 OTHER OPERATING EXP-DIST. USE	3,152,515.00	919,052.12	919,052.12	29.1	947,311.04	1,286,151.84	40.7
TOTAL: 5000	4,814,730.72	1,331,476.90	1,331,476.90	27.6	1,447,605.61	2,035,648.21	42.2
TOTAL: 1000-5999	8,197,078.72	2,576,786.60	2,576,786.60	31.4	1,462,613.63	4,157,678.49	50.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	188,909.00	18,177.64	18,177.64	9.6	17,300.49	153,430.87	81.2
TOTAL: 6000	188,909.00	18,177.64	18,177.64	9.6	17,300.49	153,430.87	81.2
TOTAL: 1000-6999	8,385,987.72	2,594,964.24	2,594,964.24	30.9	1,479,914.12	4,311,109.36	51.4

Fund: 74 KVCR FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	8,266,240.26	3,833,598.17	3,833,598.17	46.3	0.00	4,432,642.09	53.6
TOTAL:	1000-5999	8,197,078.72	2,576,786.60	2,576,786.60	31.4	1,462,613.63	4,157,678.49	50.7
TOTAL:	1000-6999	8,385,987.72	2,594,964.24	2,594,964.24	30.9	1,479,914.12	4,311,109.36	51.4
TOTAL:	1000-7999	8,385,987.72	2,594,964.24	2,594,964.24	30.9	1,479,914.12	4,311,109.36	51.4
TOTAL EXPENSES	(1000 - 7999)	8,385,987.72	2,594,964.24	2,594,964.24	30.9	1,479,914.12	4,311,109.36	51.4



BDX110  
 ALL FUNDS  
 72 San Bernardino Community Col

BEST NET CONSORTIUM  
 BUDGET SUMMARY REPORT  
 07/01/2012 TO 01/01/2013

#J654

01/02/2013

PAGE 22

Fund: 76 INVSTMT TRUST FUND-SAN MANUE

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	12,478.19	12,478.19	100.0	0.00	12,478.19-	.0
TOTAL: 8000	0.00	12,478.19	12,478.19	100.0	0.00	12,478.19-	.0

Fund: 76 INVSTMT TRUST FUND-SAN MANUE SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	12,478.19	12,478.19	100.0	0.00	12,478.19-	.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: 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	1,311.82	1,311.82	43.7	0.00	1,688.18	56.2
8900.00 OTHER FINANCING SOURCES	750,000.00	750,000.00	750,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	753,000.00	751,311.82	751,311.82	99.7	0.00	1,688.18	.2
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	0.00	0.00	.0	10,000.00	10,000.00	50.0
5400.00 INSURANCES - DISTRICT USE	600,000.00	510,299.00	510,299.00	85.0	0.00	89,701.00	14.9
5800.00 OTHER OPERATING EXP-DIST. USE	150,000.00	6,509.35	6,509.35	4.3	18,490.65	125,000.00	83.3
TOTAL: 5000	770,000.00	516,808.35	516,808.35	67.1	28,490.65	224,701.00	29.1
TOTAL: 1000-5999	770,000.00	516,808.35	516,808.35	67.1	28,490.65	224,701.00	29.1
7900.00 RESERVE FOR CONTINGENCIES	25,000.00	0.00	0.00	.0	0.00	25,000.00	100.0
TOTAL: 7000	25,000.00	0.00	0.00	.0	0.00	25,000.00	100.0
TOTAL: 1000-7999	795,000.00	516,808.35	516,808.35	65.0	28,490.65	249,701.00	31.4

Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	753,000.00	751,311.82	751,311.82	99.7	0.00	1,688.18	.2
TOTAL:	1000-5999	770,000.00	516,808.35	516,808.35	67.1	28,490.65	224,701.00	29.1
TOTAL:	1000-6999	770,000.00	516,808.35	516,808.35	67.1	28,490.65	224,701.00	29.1
TOTAL:	1000-7999	795,000.00	516,808.35	516,808.35	65.0	28,490.65	249,701.00	31.4
TOTAL EXPENSES	(1000 - 7999)	795,000.00	516,808.35	516,808.35	65.0	28,490.65	249,701.00	31.4

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,260,000.00	363,859.26	363,859.26	28.8	0.00	896,140.74	71.1
TOTAL: 8000	1,260,000.00	363,859.26	363,859.26	28.8	0.00	896,140.74	71.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	160,000.00	33,613.00	33,613.00	21.0	88,000.00	38,387.00	23.9
5400.00 INSURANCES - DISTRICT USE	130,000.00	116,739.00	116,739.00	89.7	5,000.00	8,261.00	6.3
5800.00 OTHER OPERATING EXP-DIST. USE	607,000.00	193,754.48	193,754.48	31.9	14,703.07	398,542.45	65.6
TOTAL: 5000	897,000.00	344,106.48	344,106.48	38.3	107,703.07	445,190.45	49.6
TOTAL: 1000-5999	897,000.00	344,106.48	344,106.48	38.3	107,703.07	445,190.45	49.6
7900.00 RESERVE FOR CONTINGENCIES	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 7000	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 1000-7999	1,397,000.00	344,106.48	344,106.48	24.6	107,703.07	945,190.45	67.6

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,260,000.00	363,859.26	363,859.26	28.8	0.00	896,140.74	71.1
TOTAL:	1000-5999	897,000.00	344,106.48	344,106.48	38.3	107,703.07	445,190.45	49.6
TOTAL:	1000-6999	897,000.00	344,106.48	344,106.48	38.3	107,703.07	445,190.45	49.6
TOTAL:	1000-7999	1,397,000.00	344,106.48	344,106.48	24.6	107,703.07	945,190.45	67.6
TOTAL EXPENSES	(1000 - 7999)	1,397,000.00	344,106.48	344,106.48	24.6	107,703.07	945,190.45	67.6

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	45,500.00	1,980.00	1,980.00	4.3	0.00	43,520.00	95.6
8600.00 STATE REVENUES	1,291,984.00	284,823.88	284,823.88	22.0	0.00	1,007,160.12	77.9
8800.00 LOCAL REVENUES	834,509.96	198,410.86	198,410.86	23.7	0.00	636,099.10	76.2
TOTAL: 8000	2,171,993.96	485,214.74	485,214.74	22.3	0.00	1,686,779.22	77.6
1100.00 CONTRACT CLASSROOM INST.	10,450,801.35	4,996,417.75	4,996,417.75	47.8	0.00	5,454,383.60	52.1
1200.00 CONTRACT CERT. ADMINI STRATORS	3,131,232.00	1,556,123.93	1,556,123.93	49.6	0.00	1,575,108.07	50.3
1300.00 INSTRUCTORS DAY/HOURLY	5,300,132.00	2,314,124.19	2,314,124.19	43.6	0.00	2,986,007.81	56.3
1400.00 NON-INSTRUCTION HOURLY CERT.	375,036.84	155,908.56	155,908.56	41.5	0.00	219,128.28	58.4
TOTAL: 1000	19,257,202.19	9,022,574.43	9,022,574.43	46.8	0.00	10,234,627.76	53.1
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	6,037,874.48	3,170,060.26	3,170,060.26	52.5	0.00	2,867,814.22	47.4
2200.00 INSTRUCTIONAL AIDS	782,406.00	365,277.67	365,277.67	46.6	0.00	417,128.33	53.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	212,733.82	77,232.64	77,232.64	36.3	0.00	135,501.18	63.6
2400.00 INST AIDES-HOURLY- DIR. INSTRU	314,222.00	72,014.74	72,014.74	22.9	0.00	242,207.26	77.0
TOTAL: 2000	7,347,236.30	3,684,585.31	3,684,585.31	50.1	0.00	3,662,650.99	49.8
3100.00 CERTIFICATED RETIREMENT	1,548,602.25	665,748.19	665,748.19	42.9	0.00	882,854.06	57.0
3200.00 CLASSIFIED RETIREMENT	853,775.00	439,574.51	439,574.51	51.4	0.00	414,200.49	48.5
3300.00 OASDHI /FICA	856,580.67	420,044.00	420,044.00	49.0	0.00	436,536.67	50.9
3400.00 HEALTH AND WELFARE BENEFITS	3,744,788.00	1,808,439.19	1,808,439.19	48.2	0.00	1,936,348.81	51.7
3500.00 STATE UNEMPLOYMENT INSURANCE	294,559.51	137,693.19	137,693.19	46.7	0.00	156,866.32	53.2
3600.00 WORKERS COMPENSATION INSURANCE	475,959.00	231,170.22	231,170.22	48.5	0.00	244,788.78	51.4
3900.00 OTHER BENEFITS	91,898.00	45,102.93	45,102.93	49.0	0.00	46,795.07	50.9
TOTAL: 3000	7,866,162.43	3,747,772.23	3,747,772.23	47.6	0.00	4,118,390.20	52.3
4100.00 TEXTBOOKS	215.00	0.00	0.00	.0	0.00	215.00	100.0
4200.00 BOOK, MAGAZINE&PERIOD-DI ST. USE	23,125.00	19,083.41	19,083.41	82.5	318.50	3,723.09	16.0
4300.00 INSTRUCTIONAL SUPPLIES	66,098.00	21,408.84	21,408.84	32.3	12,401.08	32,288.08	48.8
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	13,031.00	32.05	32.05	.2	113.19	12,885.76	98.8
4500.00 NONINSTRUCTIONAL SUPPLIES	416,924.42	127,647.63	127,647.63	30.6	173,464.20	115,812.59	27.7
4700.00 FOOD SUPPLIES	3,000.00	804.46	804.46	26.8	1,195.54	1,000.00	33.3
TOTAL: 4000	522,393.42	168,976.39	168,976.39	32.3	187,492.51	165,924.52	31.7
5100.00 PERSON&CONSULTANT SVC-DI ST USE	819,711.00	32,847.61	32,847.61	4.0	448,430.70	338,432.69	41.2
5200.00 TRAVEL & CONFERENCE EXPENSES	115,437.00	23,628.26	23,628.26	20.4	14,142.36	77,666.38	67.2
5300.00 POST/DUES/MEMBERSHI PS-DI ST. USE	135,973.00	75,078.58	75,078.58	55.2	13,624.41	47,270.01	34.7
5400.00 INSURANCES - DISTRICT USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DI ST. USE	1,594,492.26	860,919.06	860,919.06	53.9	698,727.95	34,845.25	2.1
5600.00 RENTS, LEASES&REPAIRS-DI ST. USE	630,300.00	215,835.58	215,835.58	34.2	250,909.51	163,554.91	25.9
5800.00 OTHER OPERATING EXP-DI ST. USE	244,048.90	78,418.63	78,418.63	32.1	38,557.86	127,072.41	52.0
5900.00 INTERPROGRAM CHARGES-DI ST. USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	3,541,142.16	1,286,727.72	1,286,727.72	36.3	1,464,392.79	790,021.65	22.3
TOTAL: 1000-5999	38,534,136.50	17,910,636.08	17,910,636.08	46.4	1,651,885.30	18,971,615.12	49.2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6300.00 LIBRARY BOOKS - EXPANSION	60,000.00	9,866.31	9,866.31	16.4	39,974.76	10,158.93	16.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	358,473.50	26,582.22	26,582.22	7.4	5,337.09	326,554.19	91.0
TOTAL: 6000	418,473.50	36,448.53	36,448.53	8.7	45,311.85	336,713.12	80.4
TOTAL: 1000-6999	38,952,610.00	17,947,084.61	17,947,084.61	46.0	1,697,197.15	19,308,328.24	49.5
7300.00 INTERFUND TRANSFERS	60,406.00	60,406.00	60,406.00	100.0	0.00	0.00	.0
TOTAL: 7000	60,406.00	60,406.00	60,406.00	100.0	0.00	0.00	.0
TOTAL: 1000-7999	39,013,016.00	18,007,490.61	18,007,490.61	46.1	1,697,197.15	19,308,328.24	49.4



Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,171,993.96	485,214.74	485,214.74	22.3	0.00	1,686,779.22	77.6
TOTAL:	1000-5999	38,534,136.50	17,910,636.08	17,910,636.08	46.4	1,651,885.30	18,971,615.12	49.2
TOTAL:	1000-6999	38,952,610.00	17,947,084.61	17,947,084.61	46.0	1,697,197.15	19,308,328.24	49.5
TOTAL:	1000-7999	39,013,016.00	18,007,490.61	18,007,490.61	46.1	1,697,197.15	19,308,328.24	49.4
TOTAL EXPENSES	(1000 - 7999)	39,013,016.00	18,007,490.61	18,007,490.61	46.1	1,697,197.15	19,308,328.24	49.4

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	25,886.00	243.47	243.47	.9	0.00	25,642.53	99.0
8900.00 OTHER FINANCING SOURCES	60,406.00	60,406.00	60,406.00	100.0	0.00	0.00	.0
TOTAL: 8000	86,292.00	60,649.47	60,649.47	70.2	0.00	25,642.53	29.7
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	263.00	0.00	0.00	.0	0.00	263.00	100.0
TOTAL: 3000	2,094.00	0.00	0.00	.0	0.00	2,094.00	100.0
TOTAL: 1000-5999	26,024.00	0.00	0.00	.0	0.00	26,024.00	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)	86,292.00	60,649.47	60,649.47	70.2	0.00	25,642.53	29.7
TOTAL:	1000-5999	26,024.00	0.00	0.00	.0	0.00	26,024.00	100.0
TOTAL:	1000-6999	26,024.00	0.00	0.00	.0	0.00	26,024.00	100.0
TOTAL:	1000-7999	26,024.00	0.00	0.00	.0	0.00	26,024.00	100.0
TOTAL EXPENSES	(1000 - 7999)	26,024.00	0.00	0.00	.0	0.00	26,024.00	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	21,860.00	350.00	350.00	1.6	0.00	21,510.00	98.3
8600.00 STATE REVENUES	550,476.00	220,083.58	220,083.58	39.9	0.00	330,392.42	60.0
8800.00 LOCAL REVENUES	491,257.75	100,346.24	100,346.24	20.4	0.00	390,911.51	79.5
8900.00 OTHER FINANCING SOURCES	0.00	5,792.75	5,792.75	100.0	0.00	5,792.75-	.0
TOTAL: 8000	1,063,593.75	326,572.57	326,572.57	30.7	0.00	737,021.18	69.2
1100.00 CONTRACT CLASSROOM INST.	4,690,815.00	2,244,004.61	2,244,004.61	47.8	0.00	2,446,810.39	52.1
1200.00 CONTRACT CERT. ADMINISTRATORS	2,282,684.00	1,106,768.03	1,106,768.03	48.4	0.00	1,175,915.97	51.5
1300.00 INSTRUCTORS DAY/HOURLY	1,863,849.00	738,025.09	738,025.09	39.5	0.00	1,125,823.91	60.4
1400.00 NON-INSTRUCTION HOURLY CERT.	123,263.00	31,059.02	31,059.02	25.1	0.00	92,203.98	74.8
TOTAL: 1000	8,960,611.00	4,119,856.75	4,119,856.75	45.9	0.00	4,840,754.25	54.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,264,162.97	1,673,471.60	1,673,471.60	51.2	0.00	1,590,691.37	48.7
2200.00 INSTRUCTIONAL AIDS	482,283.00	238,051.61	238,051.61	49.3	0.00	244,231.39	50.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	208,040.38	61,184.55	61,184.55	29.4	0.00	146,855.83	70.5
2400.00 INST AIDS-HOURLY- DIR. INSTRUC	378,594.00	156,193.33	156,193.33	41.2	0.00	222,400.67	58.7
TOTAL: 2000	4,333,080.35	2,128,901.09	2,128,901.09	49.1	0.00	2,204,179.26	50.8
3100.00 CERTIFICATED RETIREMENT	690,180.00	305,804.72	305,804.72	44.3	0.00	384,375.28	55.6
3200.00 CLASSIFIED RETIREMENT	512,724.49	242,339.42	242,339.42	47.2	0.00	270,385.07	52.7
3300.00 OASDHI/FICA	464,150.00	218,527.65	218,527.65	47.0	0.00	245,622.35	52.9
3400.00 HEALTH AND WELFARE BENEFITS	1,937,074.49	861,136.24	861,136.24	44.4	0.00	1,075,938.25	55.5
3500.00 STATE UNEMPLOYMENT INSURANCE	147,519.17	67,963.35	67,963.35	46.0	0.00	79,555.82	53.9
3600.00 WORKERS COMPENSATION INSURANCE	248,159.00	116,127.03	116,127.03	46.7	0.00	132,031.97	53.2
3900.00 OTHER BENEFITS	51,860.00	28,812.71	28,812.71	55.5	0.00	23,047.29	44.4
TOTAL: 3000	4,051,667.15	1,840,711.12	1,840,711.12	45.4	0.00	2,210,956.03	54.5
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	5,985.00	157.97	157.97	2.6	0.00	5,827.03	97.3
4300.00 INSTRUCTIONAL SUPPLIES	52,325.00	18,355.62	18,355.62	35.0	8,662.29	25,307.09	48.3
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	2,455.00	65.30	65.30	2.6	142.63	2,247.07	91.5
4500.00 NONINSTRUCTIONAL SUPPLIES	146,854.10	38,322.33	38,322.33	26.0	47,842.11	60,689.66	41.3
4700.00 FOOD SUPPLIES	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 4000	208,119.10	56,901.22	56,901.22	27.3	56,647.03	94,570.85	45.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	63,928.00	9,736.70	9,736.70	15.2	15,763.28	38,428.02	60.1
5200.00 TRAVEL & CONFERENCE EXPENSES	45,580.00	22,241.98	22,241.98	48.7	1,260.51	22,077.51	48.4
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	46,230.00	33,746.00	33,746.00	72.9	3,124.21	9,359.79	20.2
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	526,359.00	231,991.52	231,991.52	44.0	209,499.04	84,868.44	16.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	361,130.84	105,957.05	105,957.05	29.3	171,507.06	83,666.73	23.1
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	3,000.00	0.00	0.00	.0	3,000.00	0.00	.0
5800.00 OTHER OPERATING EXP-DIST. USE	186,716.50	45,028.93	45,028.93	24.1	7,516.91	134,170.66	71.8
TOTAL: 5000	1,232,944.34	448,702.18	448,702.18	36.3	411,671.01	372,571.15	30.2
TOTAL: 1000-5999	18,786,421.94	8,595,072.36	8,595,072.36	45.7	468,318.04	9,723,031.54	51.7

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6300.00 LIBRARY BOOKS - EXPANSION	10,000.00	3,329.14	3,329.14	33.2	5,091.31	1,579.55	15.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	34,236.81	8,269.16	8,269.16	24.1	800.00	25,167.65	73.5
TOTAL: 6000	44,236.81	11,598.30	11,598.30	26.2	5,891.31	26,747.20	60.4
TOTAL: 1000-6999	18,830,658.75	8,606,670.66	8,606,670.66	45.7	474,209.35	9,749,778.74	51.7

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	1,063,593.75	326,572.57	326,572.57	30.7	0.00	737,021.18	69.2
TOTAL:	1000-5999	18,786,421.94	8,595,072.36	8,595,072.36	45.7	468,318.04	9,723,031.54	51.7
TOTAL:	1000-6999	18,830,658.75	8,606,670.66	8,606,670.66	45.7	474,209.35	9,749,778.74	51.7
TOTAL:	1000-7999	18,830,658.75	8,606,670.66	8,606,670.66	45.7	474,209.35	9,749,778.74	51.7
TOTAL EXPENSES	(1000 - 7999)	18,830,658.75	8,606,670.66	8,606,670.66	45.7	474,209.35	9,749,778.74	51.7

BDX110  
 CHC UNRESTRICTED  
 72 San Bernardino Community Col

BEST NET CONSORTIUM  
 BUDGET SUMMARY REPORT  
 07/01/2012 TO 01/01/2013

#J656

01/02/2013

PAGE 4

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	133.35	133.35	100.0	0.00	133.35-	.0
TOTAL: 8000	0.00	133.35	133.35	100.0	0.00	133.35-	.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	133.35	133.35	100.0	0.00	133.35-	.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	3,000.00	152.16	152.16	5.0	0.00	2,847.84	94.9
TOTAL: 8000	3,000.00	152.16	152.16	5.0	0.00	2,847.84	94.9
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	22.00	0.00	0.00	.0	0.00	22.00	100.0
TOTAL: 3000	175.00	0.00	0.00	.0	0.00	175.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	838.00	0.00	0.00	.0	0.00	838.00	100.0
TOTAL: 5000	838.00	0.00	0.00	.0	0.00	838.00	100.0
TOTAL: 1000-5999	3,013.00	0.00	0.00	.0	0.00	3,013.00	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)	3,000.00	152.16	152.16	5.0	0.00	2,847.84	94.9
TOTAL:	1000-5999	3,013.00	0.00	0.00	.0	0.00	3,013.00	100.0
TOTAL:	1000-6999	3,013.00	0.00	0.00	.0	0.00	3,013.00	100.0
TOTAL:	1000-7999	3,013.00	0.00	0.00	.0	0.00	3,013.00	100.0
TOTAL EXPENSES	(1000 - 7999)	3,013.00	0.00	0.00	.0	0.00	3,013.00	100.0

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Steven Sutorus, Business Manager  
DATE: January 17, 2013  
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

All Purchase Orders entered into from November 26, 2012 to December 31, 2012 are attached for review by the Board. 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 Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132447	VASQUEZ, TATIANA	Instructional Supplies	\$ 116.87
132448	BRAGGINS, ALAN	Conference	\$ 200.00
132449	HOGREFE JR, RICHARD K	Conference	\$ 324.53
132450	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 529.70
132451	PACIFIC PARKING SYSTEMS INC	Maintenance Agreements	\$ 7,000.00
132452	RAJOTTE PRODUCTIONS	Broadcast Program Rights	\$ 35,360.00
132453	SBVC FOOD SERVICES	Refreshments	\$ 679.43
132454	PASCO SCIENTIFIC	Instructional Supplies	\$ 16,719.72
132455	SARGENT-WELCH SCIENTIFIC	Instructional Supplies	\$ 395.66
132456	INMARK	Non-instructional Supplies	\$ 53.93
132457	TROXELL COMMUNICATIONS INC	IT Equipment	\$ 11,569.49
132458	AUDIO VISUAL INNOVATIONS INC	IT Equipment	\$ 6,916.22
132459	TROXELL COMMUNICATIONS INC	IT Equipment	\$ 11,569.49
132460	AUDIO VISUAL INNOVATIONS INC	IT Equipment	\$ 6,916.22
132461	FOREST INCENTIVES LTD	Other Expenses & Fees	\$ 35,000.00
132462	DIGITAL FLEX MEDIA INC	Other Expenses & Fees	\$ 823.22
132463	AMERICAN 3 B SCIENTIFIC	Instructional Supplies	\$ 634.70
132464	CAADE	Dues & Memberships	\$ 200.00
132465	DELGADO, ROCIO	Conference	\$ 834.29
132466	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 494.51
132467	WILLIAMS, DEBORAH	Student Financial Aid	\$ 150.00
132468	WILBUR'S POWER EQUIPMENT	Equipment	\$ 511.81
132469	W WOOD & ASSOCIATES	Repairs & Maintenance	\$ 3,500.00
132470	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 1,500.00
132471	THOMAS BROWN & ASSOC LLC	Consultants & Other Services	\$ 8,625.34
132472	NETWORK SOLUTIONS LLC	Other Expenses & Fees	\$ 113.97
132473	DAY, RUTH	Mileage Reimbursement	\$ 150.00
132474	COUNCIL FOR RESOURCE DEVELOP	Conference	\$ 290.00
132475	BRAGGINS, ALAN	Conference	\$ 876.29
132476	ALLIANCE OF HSI EDUCATORS	Conference	\$ 400.00
132477	3M COMPANY	Contract Services	\$ 700.00
132478	WARD'S NATURAL SCIENCE EST INC	Instructional Supplies	\$ 76.50
132479	STAPLES	Non-instructional Supplies	\$ 3,868.27
132480	STAPLES	Non-instructional Supplies	\$ 97.13
132481	STAPLES	Non-instructional Supplies	\$ 139.13
132482	STAPLES	Non-instructional Supplies	\$ 141.24
132483	PEARSON EDUCATION	Classroom Textbooks	\$ 7,123.60
132484	MOUSER ELECTRONICS	Equipment	\$ 624.11
132485	APPLE COMPUTER INC	IT Equipment	\$ 791.50
132486	EMERGENCY POWERS CONTROL INC	Computer Systems Maintenance Agmts	\$ 800.00
132487	INTELLEAGENT TECHNOLOGIES & SRV	Repairs & Maintenance	\$ 283.00
132488	CHANG, ANDREW	Conference	\$ 250.00
132489	SBCCD PRINTING SERVICES	SBCCD, Printing	\$ 800.00
132490	SANCHEZ, GEORGIANA	Consultants & Other Services	\$ 300.00
132491	QUICK SHOTS STUDIO	Consultants & Other Services	\$ 625.12

**Purchase Order Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132492	REVOLVING CASH	Officials	\$ 2,184.00
132493	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 700.38
132494	BRIGGS, STEPHANIE	Conference	\$ 100.00
132495	BAUGHER, JEFF	Conference	\$ 200.00
132496	BANGASSER,SUSAN	Conference	\$ 41.81
132497	PURVES, DIANNE C	Conference	\$ 217.56
132498	FRANCO, CARLY	Student Financial Aid	\$ 255.00
132499	GARCIA, LA'RENA	Student Financial Aid	\$ 75.00
132500	SIERRA, JAMIE	Student Financial Aid	\$ 320.00
132501	MILLER, SARAH	Instructional Supplies	\$ 27.95
132502	SAN BERNARDINO COUNTY SHERIFF	Conference	\$ 300.00
132503	RAM PLUMBING	Repairs & Maintenance	\$ 2,800.00
132504	HARDY DIAGNOSTICS	Instructional Supplies	\$ 385.47
132505	SAN BERNARDINO SUN	Advertising	\$ 945.00
132506	CHATTERJEE, ACHALA	Conference	\$ 91.00
132507	PRESS-ENTERPRISE, THE	Advertising	\$ 1,500.00
132508	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 250.00
132509	HARDY DIAGNOSTICS	Instructional Supplies	\$ 160.50
132510	FORESTRY SUPPLIERS INC	Instructional Supplies	\$ 148.00
132511	HARDY DIAGNOSTICS	Instructional Supplies	\$ 2,194.54
132512	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 165.71
132513	FISHER SCIENTIFIC	Instructional Supplies	\$ 219.42
132514	FLINN SCIENTIFIC INC	Instructional Supplies	\$ 174.92
132515	SPICERS PAPER INC	Non-instructional Supplies	\$ 1,111.20
132516	ASHLOCK MULTI SERVICE	Non-instructional Supplies	\$ 298.18
132517	ASHLOCK MULTI SERVICE	Non-instructional Supplies	\$ 727.31
132518	STAPLES	Non-instructional Supplies	\$ 115.08
132519	EUREKA	Contract Services	\$ 1,179.86
132520	TURNING TECHNOLOGIES LLC	Instructional Supplies	\$ 4,896.59
132521	AMAZON.COM	Equipment	\$ 2,048.91
132522	BIO-RAD LABORATORIES	Instructional Supplies	\$ 381.22
132523	AMAZON.COM	Instructional Supplies	\$ 512.10
132524	BIO-RAD LABORATORIES	Non-instructional Supplies	\$ 736.48
132525	STAPLES	Non-instructional Supplies	\$ 260.30
132526	PATTON SALES CORP	Instructional Supplies	\$ 249.98
132527	DATAMAX ONEIL PRINTER SUPPLIES	Non-instructional Supplies	\$ 963.20
132528	STATE OF CALIFORNIA	Other Expenses & Fees	\$ 2,250.00
132529	KELLY PAPER COMPANY	Non-instructional Supplies	\$ 6,034.00
132530	KELLY PAPER COMPANY	Non-instructional Supplies	\$ 3,663.86
132531	DELL COMPUTER COMPANY	Contract Services	\$ 4,193.90
132532	VISION MAKER MEDIA	Media	\$ 32.87
132533	DIVISION OF STATE ARCHITECT	New Buildings	\$ 111,640.00
132534	C S LEGACY	Site Improvements	\$ 1,365,776.00
132535	P2S ENGINEERING INC	New Buildings	\$ 21,240.00
132536	SOUTH COAST AQMD	Other Expenses & Fees	\$ 516.09

**Purchase Order Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132537	GIACONA, JUDY	Conference	\$ 90.88
132538	CENTRAL ORANGE COUNTY	Conference	\$ 505.00
132539	MENCHACA, PATRICIA	Conference	\$ 226.62
132540	REVOLVING CASH	Officials	\$ 256.00
132541	ALLEN, DENISE	Conference	\$ 880.23
132542	FLOERKE, JENNIFER	Conference	\$ 220.00
132543	REGENTS - U C	Consultants & Other Services	\$ 35,383.00
132544	WISEMAN, ALYSSA	Student Financial Aid	\$ 210.00
132545	LEIGHTON GRAHAM, NITA G	Conference	\$ 94.64
132546	NUNEZ, JACQUE	Consultants & Other Services	\$ 300.00
132547	REVOLVING CASH	Athletic Entry Fee	\$ 400.00
132548	REVOLVING CASH	Athletic Entry Fee	\$ 450.00
132549	REVOLVING CASH	Athletic Entry Fee	\$ 400.00
132550	UNIVERSITY ENTERPRISES CORP	Consultants & Other Services	\$ 52,463.00
132551	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 446.37
132552	SBVC FOOD SERVICES	Refreshments	\$ 311.96
132553	SINGER, DONALD L	Conference	\$ 286.55
132554	SYSTEMS TECHNOLOGY ASSOC INC	Contract Services	\$ 6,445.34
132555	RIALTO CHAMBER OF COMMERCE	Dues & Memberships	\$ 200.00
132556	SBVC FOOD SERVICES	Refreshments	\$ 1,000.00
132557	KUCK, GLEN	Conference	\$ 100.00
132558	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 400.00
132559	COMMUNITY COLLEGE LEAGUE	Consultants & Other Services	\$ 3,750.00
132560	FRANK'S FENCE & SUPPLY CO INC	Repairs & Maintenance	\$ 590.00
132561	STAPLES	Non-instructional Supplies	\$ 151.51
132562	SYMMETRY DATA INC	IT Equipment	\$ 25,693.42
132563	SYMMETRY DATA INC	IT Equipment	\$ 58,905.00
132564	SYMMETRY DATA INC	IT Equipment	\$ 9,764.55
132565	AMERICAN THERMOFORM CORP	IT Equipment	\$ 4,620.11
132566	AMERICAN PUBLISHING INC	Media	\$ 80.32
132567	MCM ELECTRONICS	Non-instructional Supplies	\$ 71.62
132568	STAPLES	Non-instructional Supplies	\$ 194.52
132569	GRAYBAR ELECTRIC CO INC	Non-instructional Supplies	\$ 1,615.30
132570	STAPLES	Non-instructional Supplies	\$ 826.85
132571	INMARK	Non-instructional Supplies	\$ 21.71
132572	FLINN SCIENTIFIC INC	Instructional Supplies	\$ 456.79
132573	ASHLEY FURNITURE HOMESTORE	Equipment	\$ 20,851.01
132574	STAPLES	Non-instructional Supplies	\$ 171.13
132575	SYMMETRY DATA INC	IT Equipment	\$ 21,053.36
132576	QUANTUM GROUP, THE	Advertising	\$ 4,278.83
132577	SYMMETRY DATA INC	IT Equipment	\$ 485,326.71
132578	SYMMETRY DATA INC	IT Equipment	\$ 179,552.96
132579	GALLAUDET UNIV ASL DIAGNOSTIC	Other Expenses & Fees	\$ 165.00
132580	US BANK CORPORATE PMT SYSTEMS	Reference Books	\$ 150.00
132581	STAPLES	Non-instructional Supplies	\$ 259.16

**Purchase Order Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132582	DYER, DUANE	Consultants & Other Services	\$ 86,250.00
132583	MYERS INFORMATION SYSTEMS INC	Contract Services	\$ 14,687.44
132584	NATIONAL PUBLIC RADIO INC	Telephone Utilities	\$ 8,060.00
132585	ETD CREATIVE SERVICES	Consultants & Other Services	\$ 880.00
132586	ETD CREATIVE SERVICES	Consultants & Other Services	\$ 440.00
132587	TRUONG, SAM	Conference	\$ 191.67
132588	HERNANDO, FELVI	Consultants & Other Services	\$ 4,000.00
132589	CLOCKWORK ENTERPRISES INC	Postage & Freight	\$ 540.00
132590	AYALA, RICHARD	Conference	\$ 94.64
132591	WISEGARVER, LILLIAN	Non-instructional Supplies	\$ 106.43
132592	WINGATE MECHANICAL INC	Repairs & Maintenance	\$ 564.02
132593	NLNAC	Dues & Memberships	\$ 1,325.00
132594	STATER BROS MARKETS	Refreshments	\$ 700.00
132595	COX, CHERYL	Refreshments	\$ 237.35
132596	FRED PRYOR SEMINARS	Conference	\$ 398.00
132597	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 298.00
132598	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 2,222.32
132599	DEPARTMENT OF PESTICIDE	Dues & Memberships	\$ 360.00
132600	SIMS, JEREMY	Conference	\$ 60.00
132601	SBVC FOOD SERVICES	Refreshments	\$ 248.18
132602	STAPLES	Non-instructional Supplies	\$ 894.42
132603	KEN'S SPORTING GOODS	Instructional Supplies	\$ 2,406.03
132604	MARKERTEK VIDEO SUPPLY	Equipment	\$ 215.49
132605	MELTON INTERNATIONAL TACKLE	Equipment	\$ 1,723.99
132606	STAPLES	Non-instructional Supplies	\$ 80.70
132607	STAPLES	Instructional Supplies	\$ 462.89
132608	STAPLES	Non-instructional Supplies	\$ 178.55
132609	NEWEGG BUSINESS	IT Equipment	\$ 4,654.67
132610	WIRZ & COMPANY PRINTING INC	Advertising	\$ 1,344.72
132611	INMARK	Non-instructional Supplies	\$ 63.35
132612	DELL COMPUTER COMPANY	Contract Services	\$ 15,940.00
132613	GREYSTONE CONSULTING LLC	Conference	\$ 475.00
132614	FRANK'S FENCE & SUPPLY CO INC	Repairs & Maintenance	\$ 3,590.00
132615	JOHN A MARTIN & ASSOCITES INC	New Buildings	\$ 14,500.00
132616	WEATHERPROOFING TECH INC	Repairs & Maintenance	\$ 2,575.00
132617	STAPLES	Non-instructional Supplies	\$ 225.27
132618	STAPLES	Non-instructional Supplies	\$ 103.80
132619	SPICERS PAPER INC	Non-instructional Supplies	\$ 3,320.96
132620	COLVEY, KIRSTEN	Conference	\$ 100.00
132621	EVANS, ANNETTE	Other Student Aid	\$ 500.00
132622	LEVESQUE, ROBERT	Conference	\$ 673.00
132623	TRUSSELL, DEANNA	Conference	\$ 130.26
132624	REGENTS - U C	Other Expenses & Fees	\$ 65.00
132625	ESPRESSO TV	Broadcast Program Rights	\$ 3,900.00
132626	TRUSSELL, DEANNA	Conference	\$ 137.50

**Purchase Order Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132627	LEVESQUE, ROBERT	Conference	\$ 137.50
132628	SBCCD FINANCIAL AID	Student Financial Aid	\$ 14,000.00
132629	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 500.00
132630	AACC CONVENTION	Conference	\$ 375.00
132631	TRUSSELL, DEANNA	Conference	\$ 437.60
132632	HONORS TRANSFER COUNCIL OF CA	Dues & Memberships	\$ 90.00
132633	AACC CONVENTION	Conference	\$ 495.00
132634	DEVELOPING LEADERS	Consultants & Other Services	\$ 96,480.00
132635	APPLE COMPUTER INC	Contract Services	\$ 1,000.00
132636	TRAM, YVETTE	Mileage Reimbursement	\$ 23.86
132637	CCLC	Contract Services	\$ 1,792.00
132638	ZINN, WENDY	Conference	\$ 94.20
132639	MACK, GAIL	Conference	\$ 35.00
132640	SBVC FOOD SERVICES	Refreshments	\$ 432.69
132641	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 160.27
132642	PREMIUM PROMOTIONALS.ORG	Advertising	\$ 2,179.20
132643	CUSTOM USB.COM	Advertising	\$ 651.89
132644	SCIENCE LAB SUPPLIES	Instructional Supplies	\$ 396.23
132645	CLONTECH LABORATORIES INC	Equipment	\$ 4,868.75
132646	SILLA	Instructional Supplies	\$ 161.62
132647	UNIVERSAL MERCANTILE EXCHANGE	Non-instructional Supplies	\$ 273.16
132648	PRESSMANS PRIDE	Non-instructional Supplies	\$ 429.45
132649	AMERICAN INDIAN FILM INSTITUTE	Advertising	\$ 5,000.00
132650	MIDCANADA PRODUCTION SVCS INC	Postage & Freight	\$ 100.00
132651	HSI RESEARCH COLLABORATION	Conference	\$ 145.00
132652	CENTURY STREET DISTRIBUTION	Broadcast Program Rights	\$ 39,200.00
132653	CALDERON, RAE-LYNE	Student Financial Aid	\$ 75.00
132654	CARNAHAN, LESLIE	Student Financial Aid	\$ 75.00
132655	GARCIA, YVONNE	Student Financial Aid	\$ 210.00
132656	JERONIMO, MARIELA	Student Financial Aid	\$ 75.00
132657	KEAN, STACIE	Student Financial Aid	\$ 80.00
132658	LEAL, TRACY	Student Financial Aid	\$ 150.00
132659	MERGARD, NANCY	Student Financial Aid	\$ 75.00
132660	ROCES, NATASHA	Student Financial Aid	\$ 215.00
132661	GOLDENVOICE LLC	Other Expenses & Fees	\$ 840.00
132662	SEATTLE FILMS	Broadcast Program Rights	\$ 600.00
132663	MIX 3 PRODUCTIONS, THE	Broadcast Program Rights	\$ 9,100.00
132664	MUSHKEG MEDIA INC	Broadcast Program Rights	\$ 6,900.00
132665	AASHE	Dues & Memberships	\$ 535.00
132666	PTDA	Dues & Memberships	\$ 150.00
132667	KIDWIND PROJECT INC	Equipment	\$ 1,077.42
132668	SEHI COMPUTER PRODUCTS INC	Equipment	\$ 444.75
132669	STAPLES	Non-instructional Supplies	\$ 219.07
132670	PUBLIC MEDIA PARTNERSHIPS INC	Consultants & Other Services	\$ 2,348.75
132671	NLNAC	Other Expenses & Fees	\$ 2,400.00



**Purchase Order Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132672	STAPLES	Non-instructional Supplies	\$ 1,602.16
132673	JONES, JOANN	Instructional Supplies	\$ 97.30
132674	SOCCER CENTER	Instructional Supplies	\$ 117.70
132675	FOX OCCUPATIONAL MEDICAL CTR	Other Expenses & Fees	\$ 200.00
132676	AMERICAN COLLEGE HEALTH ASSN	Dues & Memberships	\$ 375.00
132677	BARTHOLOW, TODD	Conference	\$ 3,176.01
132678	AMERICAN ASSOC OF COMMUNITY	Dues & Memberships	\$ 12,260.00
132679	BLUE HILL PRODUCTIONS	Broadcast Program Rights	\$ 1,800.00
132680	P A P A	Dues & Memberships	\$ 270.00
132681	FENDER, ROCHELLE	Conference	\$ 217.37
132682	RIM OF THE WORLD PRESS	Consultants & Other Services	\$ 39.33
132683	STAPLES	Non-instructional Supplies	\$ 691.24
132684	DIVISION OF STATE ARCHITECT	New Buildings	\$ 98,375.31
132685	REVOLVING CASH	Athletic Entry Fee	\$ 495.00
132686	AWARDS & SPECIALTIES	Non-instructional Supplies	\$ 21.55
132687	CM SCHOOL SUPPLY	Equipment	\$ 939.52
132688	BRAGGINS, ALAN	Conference	\$ 990.00
132689	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 715.00
132690	DONNHAUSER, MARC	Conference	\$ 250.00
132691	BRIAN'S BEE REMOVAL	Pest Control	\$ 2,000.00
132692	FOX OCCUPATIONAL MEDICAL CTR	Physicals & Finger Printing	\$ 175.00
132693	TEXTHELP SYSTEMS INC	Contract Services	\$ 1,215.00
132694	AACC CONVENTION	Conference	\$ 275.00
132695	KUCK, GLEN	Refreshments	\$ 33.22
132696	SBVC FOOD SERVICES	Conference	\$ 859.13
132697	DIAZ, MARIA ELENA	Mileage Reimbursement	\$ 1,763.00
132698	HRDLICKA, RICK	Conference	\$ 68.00
132699	SBVC BOOKSTORE	Non-instructional Supplies	\$ 300.00
132700	GETTY IMAGES US INC	Magazines & Subscriptions	\$ 2,000.00
132701	STAPLES	Instructional Supplies	\$ 313.44
132702	AMERICAN ACADEMY OF PEDIATRICS	Classroom Textbooks	\$ 145.80
132703	LIFE ASSIST COMPANY	Instructional Supplies	\$ 1,506.12
132704	TRI-ANIM HEALTH SERVICES	Instructional Supplies	\$ 4,713.85
132705	DELL COMPUTER COMPANY	IT Equipment	\$ 1,500.79
132706	GANDER PUBLISHING	Non-instructional Supplies	\$ 106.62
132707	STAPLES	Non-instructional Supplies	\$ 261.60
132708	PRESSMANS PRIDE	Non-instructional Supplies	\$ 982.11
132709	GAYLORD BROS INC	Non-instructional Supplies	\$ 793.00
132710	SPICERS PAPER INC	Non-instructional Supplies	\$ 1,615.60
132711	LOCK N DOOR MAN	Repairs and Maintenance	\$ 145.00
132712	DIRECT CONNECTION	Postage & Freight	\$ 5,002.00
132713	DIRECT CONNECTION	Consultants & Other Services	\$ 6,788.53
132714	DIRECT CONNECTION	Postage & Freight	\$ 1,332.00
132715	ETD CREATIVE SERVICES	Consultants & Other Services	\$ 440.00
132716	WIRZ & COMPANY PRINTING INC	Consultants & Other Services	\$ 3.77

**Purchase Order Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132717	WIRZ & COMPANY PRINTING INC	Consultants & Other Services	\$ 243.51
132718	CITADEL ENVIROMENTAL SERV INC	Consultants & Other Services	\$ 2,274.00
132719	DIRECT CONNECTION	Consultants & Other Services	\$ 887.86
132720	NOBLE, PAMELA JEAN	Consultants & Other Services	\$ 1,200.00
132721	ANZU, ANGELINA	Student Financial Aid	\$ 190.00
132722	BEIZA, LEONEL	Student Financial Aid	\$ 190.00
132723	BROWN, AMANDA	Student Financial Aid	\$ 190.00
132724	SAN BERNARDINO COUNTY	Repairs & Maintenance	\$ 396.42
132725	CHAVEZ, ERENDIRA	Student Financial Aid	\$ 190.00
132726	CONTRERAS, ANITA	Student Financial Aid	\$ 190.00
132727	COLTON CHAMBER OF COMMERCE	Dues & Memberships	\$ 200.00
132728	DAVIS, LACRISHA	Student Financial Aid	\$ 190.00
132729	DOCKERY, SHAWNTE	Student Financial Aid	\$ 190.00
132730	GARZA, YOLANDA	Student Financial Aid	\$ 190.00
132731	GORDON, JOJUANA	Student Financial Aid	\$ 190.00
132732	SBVC FOOD SERVICES	Other Expenses & Fees	\$ 1,909.00
132733	DHILLON, AVTAR	Consultants & Other Services	\$ 2,500.00
132734	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 2,100.00
132735	WIRZ & COMPANY PRINTING INC	Consultants & Other Services	\$ 53.88
132736	FULLERTON LEMANN SCHAEFER	Legal Expenses	\$ 682.50
132737	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 1,205.37
132738	EXECUTIVE PROGRAM SERVICES	Broadcast Program Rights	\$ 3,200.00
132739	PAULSON, DENNIS	Consultants & Other Services	\$ 800.00
132740	ICEMA	Other Expenses & Fees	\$ 575.00
132741	HACU MEMBERSHIP	Dues & Memberships	\$ 8,030.00
132742	SBVC BOOKSTORE	Other Expenses & Fees	\$ 1,066.73
132743	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 600.00
132744	SIMS, JEREMY	Conference	\$ 750.00
132745	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 7,000.00
132746	SBVC FOOD SERVICES	Other Expenses & Fees	\$ 1,952.00
132747	SBVC SUN ROOM	Refreshments	\$ 500.00
132748	DIRECT CONNECTION	Postage & Freight	\$ 6,054.19
132749	CASTRO, DONNA	Student Financial Aid	\$ 190.00
132750	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 613.74
132751	GARCIA, VIVIAN	Student Financial Aid	\$ 190.00
132752	HENRY SCHEIN	Instructional Supplies	\$ 497.65
132753	GRAINGER INC, W W	Instructional Supplies	\$ 484.02
132754	AMAZON.COM	Non-instructional Supplies	\$ 151.80
132755	FLINN SCIENTIFIC INC	Instructional Supplies	\$ 278.73
132756	AMAZON	Non-instructional Supplies	\$ 38.40
132757	STAPLES	Non-instructional Supplies	\$ 153.71
132758	KONICA	Equipment	\$ 7,305.86
132759	INTERIOR OFFICE SOLUTIONS	Equipment	\$ 6,800.00
132760	HAWORTH	Equipment	\$ 6,998.02
132761	HAWORTH	Equipment	\$ 63,276.31

**Purchase Order Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132762	BIO-RAD LABORATORIES	Equipment	\$ 786.09
132763	BEST BUY GOV LLC	Non-instructional Supplies	\$ 237.03
132764	QUALITY COPYING INC	IT Equipment	\$ 18,278.75
132765	DELL COMPUTER COMPANY	IT Equipment	\$ 6,984.33
132766	HALL, TINA	Student Financial Aid	\$ 190.00
132767	HOFFMAN, MISTY	Student Financial Aid	\$ 190.00
132768	JENNINGS, JASMINE	Student Financial Aid	\$ 190.00
132769	JOHNSON, TANYEAKA	Student Financial Aid	\$ 190.00
132770	KING, JENNIFER	Student Financial Aid	\$ 190.00
132771	LAVEA, DEANNA	Student Financial Aid	\$ 190.00
132772	LITTLE, HEATHER	Student Financial Aid	\$ 190.00
132773	MADRIGAL, MARY	Student Financial Aid	\$ 190.00
132774	MADRIGAL, RAQUEL	Student Financial Aid	\$ 190.00
132775	MARBAN-RUIZ, MARTHA	Student Financial Aid	\$ 190.00
132776	ACCCA	Conference	\$ 125.00
132777	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 340.00
132778	HIGHLAND SPRINGS RESORT	Conference	\$ 6,750.00
132779	BANKS, PRINCESS	Student Financial Aid	\$ 190.00
132780	MEDWAY, STEPHANIE	Student Financial Aid	\$ 190.00
132781	MICHEL, MARY	Student Financial Aid	\$ 190.00
132782	MORALES, ESTHER	Student Financial Aid	\$ 190.00
132783	PATTERSON, CHRISTINA	Student Financial Aid	\$ 190.00
132784	PATTERSON, VALENCIA	Student Financial Aid	\$ 190.00
132785	RODRIGUEZ, KARLA	Student Financial Aid	\$ 190.00
132786	SANCHEZ, MARLENA	Student Financial Aid	\$ 190.00
132787	SALIB, GLENDA	Student Financial Aid	\$ 190.00
132788	SEGURA, CLAUDIA	Student Financial Aid	\$ 190.00
132789	SOTELO, ANASTACIA	Student Financial Aid	\$ 190.00
132790	THORN, WHITNEY	Student Financial Aid	\$ 190.00
132791	URRUTIA, CLORINDA	Student Financial Aid	\$ 190.00
132792	VALDIVIA, ZITA	Student Financial Aid	\$ 190.00
132793	VARELA, NOROHAMA	Student Financial Aid	\$ 190.00
132794	VASQUEZ, MARTHA	Student Financial Aid	\$ 190.00
132795	VERDINE, JENEA	Student Financial Aid	\$ 190.00
132796	WALTERS, RAYNA	Student Financial Aid	\$ 190.00
132797	WILLIAMS, KALANA	Student Financial Aid	\$ 190.00
132798	WYATT, TAMEKIA	Student Financial Aid	\$ 190.00
132799	FISHER SCIENTIFIC LLC	Equipment	\$ 26,169.53
132800	WEST PAYMENT CENTER	Reference Books	\$ 144.38
132801	KI INCORPORATED	Equipment	\$ 158,790.24
132802	KI INCORPORATED	Equipment	\$ 89,441.98
132803	SAN BERNARDINO COUNTY FIRE DEP	Instructional Supplies	\$ 684.00
132804	LYNDA.COM INC	Contract Services	\$ 3,250.00
132805	3M HEALTH & SAFETY SERVICES	Contract Services	\$ 4,032.00
132806	MERCEDEZ, MIRANDA	Student Financial Aid	\$ 190.00

**Purchase Order Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132807	EBSCO SUBSCRIPTION SERVICES	Magazines & Subscriptions	\$ 31.60
132808	PARISH, CYNTHIA	Mileage Reimbursement	\$ 191.48
132809	CHATTERJEE, ACHALA	Conference	\$ 162.83
132810	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 289.60
132811	CRAFTON HILLS COLLEGE	Conference	\$ 1,500.00
132812	STARK, SCOTT	Conference	\$ 85.00
132813	BANGASSER,SUSAN	Other Expenses & Fees	\$ 950.00
132814	GAYLORD BROS INC	Non-instructional Supplies	\$ 217.52
132815	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 323.95
132816	STAPLES	Instructional Supplies	\$ 75.82
132817	GENUINE AUTO PARTS	Instructional Supplies	\$ 687.75
132818	AIRCRAFT SPRUCE & SPECIALTY	Equipment	\$ 646.61
132819	STAPLES	Non-instructional Supplies	\$ 274.31
132820	STAPLES	Non-instructional Supplies	\$ 411.63
132821	AMAZON.COM	Instructional Supplies	\$ 324.46
132822	STAPLES	Non-instructional Supplies	\$ 300.07
132823	DELL COMPUTER COMPANY	IT Equipment	\$ 25,246.47
132824	US BANK CORPORATE PMT SYSTEMS	Advertising	\$ 455.40
132825	US BANK CORPORATE PMT SYSTEMS	Advertising	\$ 80.00
132826	ACCCA	Conference	\$ 125.00
132827	LUCHT, ASHLEY	Postage & Freight	\$ 16.35
132828	QUILALANG, ROGER	Consultants & Other Services	\$ 3,000.00
132829	ONTARIO REFRIGERATION	HVAC Maintenance	\$ 1,664.00
132830	TALIMAN, VALERIE	Consultants & Other Services	\$ 5,500.00
132831	CAZOODLE INC	Contract Services	\$ 1,260.00
132832	EAGLE ROCK ENTERTAINMENT	Other Expenses & Fees	\$ 4,000.00
132833	BETA GROUP THE	Dues & Memberships	\$ 500.00
132834	FLOERKE, JENNIFER	Mileage Reimbursement	\$ 173.10
132835	MELANCON, KENNY	Conference	\$ 53.18
132836	CIRCLE OF NATIONS AND PRAIRIE	Broadcast Program Rights	\$ 3,900.00
132837	CSU CHICO	Broadcast Program Rights	\$ 500.00
132838	CEDAR ROOT TELEVISION	Broadcast Program Rights	\$ 29,400.00
132839	HSI RESEARCH COLLABORATION	Conference	\$ 145.00
132840	SCHOEPI, LAURA	Consultants & Other Services	\$ 500.00
132841	ALLIANCE OF HSI EDUCATORS	Conference	\$ 1,200.00
132842	BOGH, DEBRA	Conference	\$ 670.00
132843	CHILDERS, KAREN	Conference	\$ 670.00
132844	MENCHACA, PATRICIA	Mileage Reimbursement	\$ 60.61
132845	HUGHES III, RICHARD	Mileage Reimbursement	\$ 51.06
132846	TUFF ROSEBUD INC	Building Improvements	\$ 4,000.00
132847	PACIFIC FLOOR CO	Repairs & Maintenance	\$ 3,600.00
132848	PASS EDA	Dues & Memberships	\$ 250.00
132849	JOHN DEERE GREEN TECH	New Buildings	\$ 25,678.50
132850	COUTS HEATING AND COOLING INC	Building Improvements	\$ 99,805.00
132851	AIRGAS USA LLC	Instructional Supplies	\$ 1,455.56

**Purchase Order Board Report**  
**January 17, 2013**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Description</b>	<b>Amount</b>
132852	LESCO	Instructional Supplies	\$ 2,345.48
132853	AIRCRAFT SPRUCE & SPECIALTY	Instructional Supplies	\$ 1,345.97
132854	TROXELL COMMUNICATIONS INC	Equipment	\$ 2,662.50
132855	BANGASSER,SUSAN	Classroom Textbooks	\$ 89.52
132856	INSIGHT MEDIA	Media	\$ 1,031.16
132857	STAPLES	Non-instructional Supplies	\$ 94.95
132858	DELL COMPUTER COMPANY	Non-instructional Supplies	\$ 323.99
132859	DELL COMPUTER COMPANY	IT Equipment	\$ 3,377.98
132860	BEST BUY GOV LLC	IT Equipment	\$ 1,106.98
132861	STAPLES	Non-instructional Supplies	\$ 61.23
132862	STAPLES	Non-instructional Supplies	\$ 64.74
132863	APPLE COMPUTER INC	Other Expenses & Fees	\$ 544.13
132864	RICOH USA INC	Equipment	\$ 7,788.17
Total Purchase Orders: 418		Total Encumbrances:	<u>\$ 3,858,941.65</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Crispina Ongoco, Director, Fiscal Services  
DATE: January 17, 2013  
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. The General Fund cash balance as of December 31, 2012 is \$18,991,112. It includes a \$9,950,437 constitutional advance.

ANALYSIS

The District's cash balance is sufficient to continue operations through June 30, 2013.

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 2012-13

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ACCRUALS	TOTAL
<b>Beginning Cash Balance</b>	14,041	35,264	37,353	23,983	22,076	19,792	18,991	16,769	16,561	13,569	18,895	14,825		
<b>Receipts</b>														
<b>Federal</b>	12	105	177	-61	599	567	268	1,516		469	402	1,860	335	6,251
<b>State</b>	417	4,245	3,891	2,151	3,285	6,856	3,950	3,700	4,197	4,500	3,377	2,768	15,866	59,204
<b>State Deferrals</b>	13,750	1,738		2,132										17,620
<b>Local</b>		2,953	317	9	1,932	3,693	1,258	2,521	582	3,486	582	776	1,300	19,409
<b>Temporary Borrowings</b>	9,950									10,000				19,950
<b>Inc Transfer &amp; Sale of Assets</b>		9				5								14
<b>Accounts Receivable/Accruals</b>	2,679	1,080	331	639	573	59	20	30						5,412
<b>Total Receipts</b>	26,810	10,130	4,716	4,870	6,390	11,181	5,497	7,767	4,779	18,456	4,361	5,403	17,501	127,860
<b>Disbursements</b>														
<b>Academic Salaries</b>		918	2,737	2,859	2,873	2,914	2,891	3,030	3,030	3,030	3,030	3,030	1,075	31,417
<b>Classified Salaries</b>	1,477	1,400	1,626	1,749	1,875	1,924	1,752	1,794	1,810	1,825	1,825	1,830	200	21,086
<b>Benefits</b>	695	1,081	1,283	1,308	1,300	1,324	1,320	1,370	1,375	1,380	1,380	1,382	115	15,314
<b>Supplies &amp; Materials</b>	21	147	60	119	105	82	140	144	145	180	180	160	154	1,636
<b>Other Operating Exp</b>	398	1,337	1,087	879	776	579	1,148	1,125	1,010	1,418	1,515	713	2,783	14,767
<b>Capital Outlay</b>	1	32	31	77	114	89	123	130	160	207	220	250	204	1,638
<b>Other Outgo</b>	750	78	92	278	979	83	195	195	240	115	281	115		3,401
<b>Loan Repayment</b>			10,000			4,975				4,975				19,950
<b>Accounts Payable/Accruals</b>	2,245	3,048	1,170	-492	653	11	150	188						6,972
<b>Total Disbursements</b>	5,587	8,041	18,086	6,776	8,674	11,982	7,719	7,976	7,770	13,130	8,431	7,479	4,531	116,182
<b>Ending Cash Balance</b>	35,264	37,353	23,983	22,076	19,792	18,991	16,769	16,561	13,569	18,895	14,825	12,750		

\*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: Pierre Galvez, Interim Police Chief  
DATE: January 17, 2013  
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 2012**

<b>Case #</b>	<b>Reported</b>	<b>Reportable Clery Crimes</b>	<b>Location</b>	<b>Date (s)</b>	<b>Time (s)</b>	<b>Disposition</b>
<b>CRAFTON HILLS</b>						

**No Clery Crimes**

<b>DISTRICT</b>						
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**No Clery Crimes**

<b>VALLEY</b>						
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12-487	12/1/12	Possession of Alcohol	Auditorium	12/1/12	3:40pm	Arrested
	12/2/12	Battery	Grant Street	12/2/12	11:00pm	SB Police
12-490	12/3/12	Battery	Esperanza St.	12/3/12	5:15pm	Report taken
12-493	12/3/12	Sexual Battery	Auditorium	12/3/12	12:45pm	Report taken
	12/5/12	Battery	K Street	12/5/12	6:35pm	Unsubstantiated
12-495	12/5/12	Possession of Alcohol	K Street	12/5/12	7:45pm	Cited
12-500	12/10/12	Battery	Parking Lot #7	12/10/12	12:26pm	Arrested

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: January 17, 2013  
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

SBVC

Baber, Corrina  
Beavor, Aaron  
Bender, Robyn  
Blackwell, Shari  
Candelaria, Bridget  
Cross, Laura  
Feist, John  
Fisher, Gloria  
Flaa, Jonathan  
Gallagher, Debby  
Garcia, Stacy  
Hector, Leticia  
Hoffmann, Donna  
Johnson, Janet  
Kinde, Haragewen  
Martinez, Pat  
Meyer, Stacy  
Petinak, Craig  
Race, Steve  
Stark, Scott  
Williams, Nicole (2)

CHC

Aycock, Larry  
McClurg, Bruce  
Reese, Gary  
Rush, Steven  
Sanchez, Sara